



# **2013 – 2014 Action Plan**



# CITY OF DECATUR, ILLINOIS

## Elected Officials

Honorable Michael T. McElroy Mayor

Jerry Dawson, Council Member

Patrick S. Laegeler, Council Member

Pat McDaniel, Council Member

Julie Wolfe-Moore, Council Member

Larry Foster, Council Member

Dana M. Ray, Council Member

## Administration

Ryan P. McCrady, City Manager

## Development Services

Billy Tyus, Assistant City Manager

## Department of Neighborhood Services

Richelle D. Irons, Director

### Neighborhood Outreach Division

Vickie Buckingham, Neighborhood Programs Manager

John Highcock, Rehabilitation Construction Specialist

Don Nave, Rehabilitation Construction Specialist

### Neighborhood Inspections Division

Danny Hoult, Neighborhood Services Officer

Susan Kretsinger, Neighborhood Services Officer

Doug Raver, Neighborhood Services Officer

Ron Otto, Neighborhood Services Officer

Mike Swartz, Neighborhood Services Officer

# ANNUAL ACTION PLAN FY 2013-14

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# EXECUTIVE SUMMARY

## A. EXECUTIVE SUMMARY

This section presents the **Fiscal Year 2013 Annual Action Plan** which is the fourth year of the Consolidated Plan FY2010-2014. The 2013 Fiscal Year runs from May 1, 2013 through December 31, 2013. The Action Plan provides a concise summary of the actions, activities, and programs that will take place during the Fiscal Year 2013 to address the priority needs and specific objectives identified by the strategic plan. The Action Plan identifies the linkage between the use of federal resources and the specific objectives developed to address priority needs identified in the Consolidated Plan.

For the 2013 program year, the City expects to receive \$1,238,838 in CDBG funding and \$349,266 in HOME funding to support activities which benefit very low, low, and moderate-income persons. These grants will be used in conjunction with program income, carryover funds, and other funding sources to complete programs and projects to further the goals and objectives of the Consolidated Plan.

The Action Plan begins with Form SF 424, *Application for Federal Assistance*, and then states the way it intends to meet the HOME match requirements. It then presents the City's strategy for use of its anticipated entitlement funding allocation during FY2013, in conjunction with other sources, to meet the objectives outlined in the Consolidated Plan for housing, homelessness, special needs, public services, economic development, infrastructure, and neighborhood revitalization. This information is presented in both table and narrative form. Finally, it states the manner in which the City intends to address other areas covered in the Consolidated Plan including barriers to affordable housing, our anti-poverty strategy, coordination of resources, program monitoring, and other areas.

**Appendix B** of this document is Table 3C, the *Listing of Projects*. The required *certification forms* are under **Certifications**. The *citizen participation process* for the annual action Plan is the same as that for the Consolidated Plan, and is presented in **Appendix D**.

In FY2013, the City proposes to address its objectives through programs that: assist low income families with housing rehabilitation which will address code issues, energy efficiency, accessibility, provide emergency repairs to enable families to remain in their homes, financial assistance to first-time homebuyers, improve the living environment through housing code enforcement, and provide expanded educational and job training opportunities. The expected outcomes will provide decent, safe, and affordable housing, improve the quality of the living environment, and increase economic opportunity.

<b>FY13/14</b>	<b>Availability/Accessibility</b>	<b>Affordability</b>	<b>Sustainability</b>
<b>Suitable Living Environment</b>	*Neighborhood grants for clean-up, education, etc. – Goal 4 neighborhoods		
<b>Decent Housing</b>	*Eliminate hazards in residential units-Goal 10	*Rehabilitate residential units to complete code compliance-Goal 3 with new HOME funds  *Assistance for new homeowners-Goal 20  *Provide funds to CHDOs for the rehabilitation/development of residential units-1 units	*CDBG residential improvements for homeowner with new funds -Goal 13
<b>Economic Opportunity</b>		*Provide funds to support training and education program for low- and moderate-income people-Goal of 10 individuals	

**HUD FORM**

**SF-424**

Application for Federal Assistance SF-424		Version 02
*1. Type of Submission <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		*2. Type of Application <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision *If Revision, select appropriate letter(s): * Other (Specify)
*3. Date Received:		4. Application Identifier:
5a. Federal Entity Identifier:		*5b. Federal Award Identifier:
<b>State Use Only:</b>		
6. Date Received by State:		7. State Application Identifier:
<b>8. APPLICANT INFORMATION:</b>		
* a. Legal Name: City of Decatur		
* b. Employer/Taxpayer Identification Number (EIN/TIN): 37-6001308		*c. Organizational DUNS: 075613000
<b>d. Address:</b>		
*Street1: #1 Gary K. Anderson Plaza Street 2: *City: Decatur County: Macon *State: Illinois Province: Country: United States		
		*Zip/ Postal Code: 62523
<b>e. Organizational Unit:</b>		
Department Name: Neighborhood Services		Division Name: Neighborhood Outreach Division
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>		
Prefix: Ms. Middle Name: D. *Last Name: Irons Suffix:		First Name: Richelle
Title: Director of Neighborhood Services		
Organizational Affiliation: City of Decatur-Decatur, Illinois		
*Telephone Number: (217) 424-2864		Fax Number: (217) 450-2320
*Email: rirons@decaturil.gov		

## Application for Federal Assistance SF-424

Version 02

9. Type of Applicant 1: Select Applicant Type: C. City or Township Government

Type of Applicant 2: Select Applicant Type:

- Select One -

Type of Applicant 3: Select Applicant Type:

- Select One -

\*Other (specify):

\*10. Name of Federal Agency:

Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14-218

CFDA Title:

Community Development Block Grant (CDBG)

\*12. Funding Opportunity Number:

\*Title:

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

City of Decatur, Illinois

\*15. Descriptive Title of Applicant's Project:

**Attach supporting documents as specified in agency instructions.**

# Application for Federal Assistance SF-424

Version 02

16. Congressional Districts Of: IL-015; IL-017; IL-018

\*a. Applicant

\*b. Program/Project:

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

\*a. Start Date: 05/01/2013

\*b. End Date: 04/30/2014

## 18. Estimated Funding (\$):

\*a. Federal \$1,238,838.00

\*b. Applicant

\*c. State

\*d. Local

\*e. Other

\*f. Program Income \$667.00

\*g. TOTAL \$1,239,505.00

## \*19. Is Application Subject to Review By State Under Executive Order 12372 Process?

☐ a. This application was made available to the State under the Executive Order 12372 Process for review on

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.

☒ c. Program is not covered by E.O. 12372

\*20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)

☐ Yes

☒ No

21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

☒ \*\*I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

## Authorized Representative:

Prefix: Mr.

\*First Name: Ryan

Middle Name: P.

\*Last Name: McCrady

Suffix:

\*Title: City Manager for the City of Decatur

\*Telephone Number: (217) 424-2801

Fax Number: (217) 424-2732

\*Email: rmccrady@decaturil.gov

\*Signature of Authorized Representative:

Date Signed: March 14, 2013

# Application for Federal Assistance SF-424

Version 02

*1. Type of Submission <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		*2. Type of Application <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision		*If Revision, select appropriate letter(s):  * Other (Specify)	
*3. Date Received:		4. Application Identifier:			
5a. Federal Entity Identifier:			*5b. Federal Award Identifier:		
<b>State Use Only:</b>					
6. Date Received by State:			7. State Application Identifier:		
<b>8. APPLICANT INFORMATION:</b>					
*a. Legal Name: City of Decatur					
*b. Employer/Taxpayer Identification Number (EIN/TIN): 37-6001308			*c. Organizational DUNS: 075613000		
<b>d. Address:</b>					
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*Zip/ Postal Code: 62523					
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<b>f. Name and contact information of person to be contacted on matters involving this application:</b>					
Prefix: Ms. Middle Name: D. *Last Name: Irons Suffix:		First Name: Richelle			
Title: Director of Neighborhood Services					
Organizational Affiliation: City of Decatur-Decatur, Illinois					
*Telephone Number: (217) 424-2864			Fax Number: (217) 450-2320		
*Email: rirons@decaturil.gov					

**Application for Federal Assistance SF-424**

Version 02

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Type of Applicant 2: Select Applicant Type:

- Select One -

Type of Applicant 3: Select Applicant Type:

- Select One -

\*Other (specify):

\*10. Name of Federal Agency:

Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14-239

CFDA Title:

HOME Investment Partnership (HOME)

\*12. Funding Opportunity Number:

\*Title:

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

City of Decatur, Illinois

\*15. Descriptive Title of Applicant's Project:

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Version 02

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\*a. Applicant

\*b. Program/Project:

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

\*a. Start Date: 05/01/2013

\*b. End Date: 04/30/2014

## 18. Estimated Funding (\$):

\*a. Federal \$349,266.00

\*b. Applicant

\*c. State

\*d. Local

\*e. Other

\*f. Program Income \$36,589.00

\*g. TOTAL \$385,855.00

## \*19. Is Application Subject to Review By State Under Executive Order 12372 Process?

☐ a. This application was made available to the State under the Executive Order 12372 Process for review on

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.

☒ c. Program is not covered by E.O. 12372

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☐ Yes

☒ No

21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

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Suffix:

\*Title: City Manager for the City of Decatur

\*Telephone Number: (217) 424-2801

Fax Number: (217) 424-2732

\*Email: rmccrady@decaturil.gov

\*Signature of Authorized Representative:

Date Signed: March 14, 2013

## CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

**Affirmatively Further Fair Housing** -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

**Anti-displacement and Relocation Plan** -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended; in connection with any activity assisted with funding under the CDBG or HOME programs.

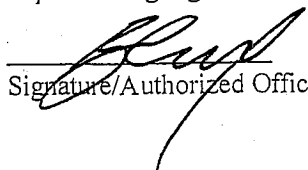
**Anti-Lobbying** -- To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

**Authority of Jurisdiction** -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

**Consistency with plan** -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

  
Signature/Authorized Official

3/14/13  
Date

## Specific CDBG Certifications

The Entitlement Community certifies that:

**Citizen Participation** -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

**Community Development Plan** -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

**Following a Plan** -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

**Use of Funds** -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
2. Overall Benefit. The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2013 , 2014 (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

**Excessive Force** -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its

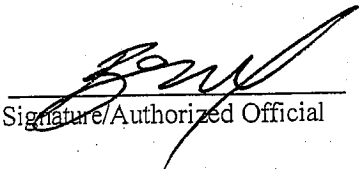
jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

**Compliance With Anti-discrimination laws** -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

**Lead-Based Paint** -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, subparts A, B, J, K and R;

**Compliance with Laws** -- It will comply with applicable laws.

  
Signature/Authorized Official

3/14/13  
Date

City Manager  
Title

### Specific HOME Certifications

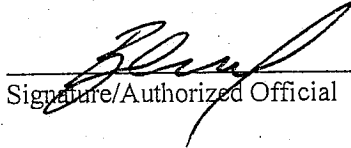
The HOME participating jurisdiction certifies that:

**Tenant Based Rental Assistance** -- If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

**Eligible Activities and Costs** -- it is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

**Appropriate Financial Assistance** -- before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

  
Signature/Authorized Official

3/14/13  
Date

C. R. MONTGOMERY  
Title

## APPENDIX TO CERTIFICATIONS

### INSTRUCTIONS CONCERNING LOBBYING:

#### A. Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

# **FY 2013/14 ACTION PLAN**

**ANNUAL ACTION PLAN  
FISCAL YEAR 2013  
(May 31, 2013-December 31, 2013)**

**HOME Match Requirements**

HOME Match requirements will be met in FY2013 through various means including the following:

- The City of Decatur has excess match from prior years of \$4,931,732.00 (as of May 2012).
- Donation of land and real property from individuals, foundations and institutions. In prior years, this has been a regular source of match for CHDO projects.
- Non-federal funding sources (e.g. private bank loans, Federal Home Loan Bank funds, IHDA Trust Fund) used in various projects such as the homebuyer activities, supportive housing, and new housing development.
- Building materials, labor and equipment have often been donated by private sources for various projects such as housing rehabilitation and CHDO projects.

**Specific Annual Objectives / Proposed Accomplishments**

During FY13, the City of Decatur will address a number of the priorities and objectives identified in the FY2010-14 Consolidated Plan. Following is a list of the City's housing, special needs, homeless, and community development objectives. The proposed projects/programs will address these objectives in FY13.

**Owner Housing Objectives**

**Objective OH-1:** Improve existing housing conditions for low-income homeowners.

*Actions Proposed to Address this Objective:*

1. *Homeowner Housing Rehabilitation Program:* \$94,879 in FY13 HOME fund. Another \$382,897 will be available with CDBG FY 13 funds to provide home rehabilitation assistance to low-income homeowners. This program will include health and safety code standards and accessibility improvement when necessary. This program may be targeted and/or city-wide.

*Anticipated Results:* 16 Housing units in FY13 (max. \$ 30,000/unit)

2. *Emergency Program:* \$50,000 in FY13 CDBG funds to assist low-income homeowners with emergency repairs to their homes (such as a new furnace). This is a city-wide program.

*Anticipated Results:* 10 Housing units in FY13 (max. \$5,000/unit)

**Objective OH-2:** Provide financial assistance to low-income first time homebuyers.

*Actions Proposed to Address this Objective:*

1. HOME Buyer Down Payment Assistance: \$200,000 in FY13 HOME funds to provide assistance for acquisition.

Other Funding Resources: Private, FHLB, IHDA

Anticipated Results: 20 Household in FY13 (max. \$10,000/household)

2. Purchase and Assist Program: \$100,000 in FY 2012 HOME carryover funds to provide assistance for acquisition and minor code improvements.

Other Funding Resources: Private, FHLB, IHDA

Anticipated Results: 2 Projects in FY13-14 (max. \$50,000/household)

**Objective OH-3**: Provide new ownership opportunities for low-income households.

Actions Proposed to Address this Objective:

CHDO projects: \$52,390 in FY13 HOME funds for CHDO set-aside projects which may include new or substantially rehabilitated housing for low-income homebuyers or renters, developing vacant lots or underutilized residential units. Number of units and type of assistance will depend on CHDO proposals.

Other Funding Resources: Private, IHDA, FHLB

Anticipated Results: 1 Housing Unit (av. \$25,000-\$52,390/unit)

## **Homeless Objectives**

**Objective HL-1**: Continue to coordinate with homeless service providers and other organizations to educate the public about homelessness.

Actions Proposed to Address this Objective:

Staff time (approx. 50 hours/yr.) in support of Homeless Advisory Council, Homeward Bound Review committee, and Continuum of Care Governing Board, along with the continued update and monitoring of the 10 year Chronic Homelessness Plan activities.

Other Funding Resources: HUD supportive services funds, private, Dove, CICD, DMCOC, DHA, Heritage Behavioral and Chronic Homeless Working group

**Objective HL-2**: Continue to support the Homeward Bound transitional housing program.

Actions Proposed to Address this Objective:

Staff time (approx. 2 hours/mo.) in support of Homeless Advisory Council and Continuum of Care Governing Board activities.

Other Funding Resources: HUD supportive services funds, Dove, CICD, DMCOC, DHA, Heritage Behavioral

**Objective HL-4**: Support efforts to increase the number of emergency, transitional, and permanent beds and units for homeless individuals and families for which no or limited housing is currently available.

Actions Proposed to Address this Objective:

Administrative funds (not to exceed \$1500 per year) and staff time in support of Homeless Advisory Council and Continuum of Care Governing Board activities.

Other Funding Resources: HUD supportive services funds, private, Dove, CICD, DMCOC, DHA, and Heritage Behavioral

**Community Development Objectives**

**Objective CD-1:** Continue and increase code enforcement of abandoned, substandard housing.

Actions Proposed to Address this Objective:

\$121,000 in FY13 CDBG funds for Neighborhood Standards Officers to enforce housing, zoning, and property standards in low-income neighborhoods to improve the safety and quality of life in neighborhoods.

Other Funding Resources: City General Funds

Anticipated Results: Average 200 - 300 housing cases FY13

**Objective CD-2:** Continue and increase demolition of abandoned, substandard housing.

Actions Proposed to Address this Objective:

\$320,000 in city general funds may be used to continue demolition of unsafe or substandard homes throughout the City.

Other Funding Resources: City General Funds

Anticipated Results: 10-20 units in FY13

**Public Service Objective**

**Objective PS-1:** Collaborate with vocational, business and other organizations to provide new expanded educational and job training opportunities for low-income residents.

Actions Proposed to Address this Objective:

\$80,000 in FY13 CDBG funds will be used for the expansion of an existing service or creation of a new service for job training/education activities.

Other Funding Resources: Private, local, other federal and state

Anticipated Results: 10 persons in FY13

**Economic Development Objective**

**Objective ED-1:** Support the sustainability of the Wabash Crossing Development.

Actions Proposed to Address this Objective:

\$214,608 in FY13 CDBG funds will continue to be used for repayment of a Section 108 loan which provided infrastructure in support of the Wabash Crossing affordable housing development and the One Main Place economic development project.

Other Funding Resources: Local funds

### **Neighborhood Regeneration Objectives**

**Objective NR-1:** Continue support of the Coalition of Neighborhood Organizations (CONO).

#### *Actions Proposed to Address this Objective:*

\$4,000 in FY13 and estimated \$5,300 in carryover funds for administrative costs to continue CONO's outreach efforts. The funds will be available for neighborhood grants and assistance with training of neighborhood leaders at the annual Regional Neighborhood Network Conference.

Other Funding Resources: Local Funds

Anticipated Results: 4 @ \$1,000 Neighborhood organizations FY13

**Objective NR-2:** Support crime prevention activities within the Neighborhood Regeneration Area.

#### *Actions Proposed to Address this Objective:*

\$20,000 in FY13 CDBG funds for Crime Prevention efforts. The program will be used to create safe, attractive neighborhoods in the Neighborhood Regeneration Area.

Other Funding Resources: Local Funds

### **Geographic Distribution**

Many of the programs and activities proposed in this Action Plan will be available throughout the City of Decatur's corporate limits while some focus may occur in the Regeneration Area. This includes projects which address emergency housing needs and provide housing rehabilitation assistance to low-income households.

A majority of programs and strategies described in the Consolidated Plan are designed to improve the quality of life for residents who occupy some of the oldest residential units of Decatur. Many of these units are located in the Neighborhood Regeneration Area. A map of this area is included in **Appendix C, Maps "Regeneration Area"**.

### **Homeless and Other Special Populations**

Addressing the needs of Decatur's homeless population is a primary concern of the City of Decatur. The City is an integral part of the Decatur/Macon County Council Homeless Council Continuum of Care (CoC). This widely-respected, active coalition of organizations serving the homeless began in 1994. Dove, Inc. is the lead organization and applies and receives funding annually under HUD's competitive Continuum of Care program. This body is also responsible for implementation of the CoC's Homeless Management Information System (HMIS).

In FY13, the city will address the needs of homeless individuals and families, persons at risk of homelessness, and the special needs population. Programs include:

- *Staff and financial support to the Homeless Advisory Council and the Homeward bound Partners transitional housing program.*
- *Continue taking a leadership role on the Working Group on Chronic Homelessness to fulfill the recommendations presented in the **Ten Year Plan to End Chronic Homelessness**.*
- *Work closely with and support the activities of other organizations which focus on the needs of the homeless and special needs populations, including efforts to secure funding for additional leased units, Shelter Plus Care vouchers, or new facilities for permanent supportive housing to meet specific unmet homeless or special population needs.*

## **1. Nature and Extent of Homelessness**

The CoC conducted a Point in Time study on January 24, 2013. The survey is performed annually for the purpose of determining the number of homeless individuals in the City of Decatur: (Persons who spent the night in prison, the hospital, Heritage Behavior's Emergency Detox Unit, or with a motel voucher provided through IDOC were not considered homeless):

- 234 homeless persons (54 were children under 18)
- 165 homeless households
- 102 persons in shelters/emergency motel vouchers
- 82 households in shelters/emergency motel vouchers
- 75 persons in transitional housing/Safe Haven
- 36 households in transitional housing/Safe Haven
- 57 persons unsheltered
- 47 households unsheltered.

Unsheltered locations included streets (12), police department lobby (3), vehicles (6), abandoned buildings (11), and other building/lobby (3).

## **2. Existing Facilities and Services**

Emergency facilities include eight separate facilities for a total of 89 individual beds and 29 family units. Transitional housing includes a total of 17 individual beds and 55 beds for households with children. Permanent supportive housing, through Shelter Plus Care vouchers and five separate facilities, provide 55 individual beds and 43 beds for households with children. In addition, the Antioch Safe Haven provides 7 beds of permanent supportive housing for individuals without children.

The City of Decatur is one of six (6) partner agencies in Decatur's Continuum of Care, Decatur's transitional housing program established in 1995: Dove, DHA, CIGD, DMCOC, Heritage Behavioral Health, and the City of Decatur. Under management by Dove, Homeward Bound provides case management, supportive services and housing for individuals and families. Potential clients are referred by staff from emergency shelters and area human services agencies. Group orientation classes explain the requirements of the program, and what is expected of participants. When accepted into the program, the Client Services Coordinator gathers pertinent information as required by HUD and then a case manager begins working with a client. A participant can be in the program, as long as they are working productively on their individual case plan, for 12 months to 2 years. Six months of follow-up services is available to those leaving transitional housing. Currently, there are 50 housing units available: 17 at Dove's Macon

Street apartment building and 33 at other privately-owned apartment buildings and scattered sites. It is unlikely that funding over the next five years will allow for any expansion of this transitional housing program.

In the past years Decatur has made considerable progress in providing additional housing and emergency shelter facilities for its homeless population. Two housing models assist the chronically homeless at several levels: the Antioch Safe Haven (7 beds) and the St. James Place SRO (14 units). Another unique project, Harbor Place, owned by Dove Inc. with support from Heritage Behavioral Health Center, opened in 2005 and provides 8 apartments for women in recovery from substance abuse and their children. The Salvation Army expanded its emergency shelter for men, increasing its capacity from 15 to 30 beds. Victory Temple church opened a new 12-bed emergency shelter and Virtue House opened an 8-bed transitional facility for women. Decatur Refuge, a shelter for families, opened its doors in 2011.

Services include: prevention, outreach, and supportive services including assessment, case management, life skills, substance abuse and mental health treatment, health care, education, employment assistance, child care, and transportation.

### **3. Homeless Needs Assessment**

The following needs of Decatur's homeless and at-risk population have been identified based on the Point-in-Time survey, the Decatur/Macon County CoC application, consultation with homeless service providers, discussions at the Macon County Homeless Advisory Council meetings, and comments received from citizen survey and public workshops.

#### *Chronically Homeless*

Great strides were made in the past six years to address the needs of the chronically homeless, including the development of 39 new beds in a variety of housing models (safe haven, SRO, and permanent units). Nevertheless, this continues to be a community need. The City convened a Working Group to develop a **Ten-Year Plan to End Chronic Homelessness** ("Ten Year Plan"). The Working Group, selected from a list of area homeless service providers and stakeholders, developed the Ten-Year Plan in consultation with a consultant funded by a CDBG allocation. The Ten-Year Plan was adopted March 2010.

The Ten-Year Plan to End Chronic Homelessness uses an expanded definition of chronic homelessness as defined in the HEARTH Act of 2009, which excludes persons living place-to-place or with relatives and friends but includes households of more than one person. According to this definition, in January, 2010, the Working Group estimated that Decatur had **50** households who were chronically homeless. Of these, 45 are individuals and the other five are family units.

The Working Group identified four major gaps in housing and services for chronically homeless people: food (breakfast and dinners, as lunch is provided by the Good Samaritan Inn); emergency shelter for certain family compositions; drug and alcohol-free housing; and reduction in procedural delays.

### *Re-entry and Discharged Population*

Persons discharged from publicly-funded institutions or systems of care are often at risk of becoming homeless. The CoC has identified four population groups for which policies and options are needed to prevent discharge into homelessness: foster care, health care, mental health care, and corrections.

Persons discharged from foster care (youth aged 17 ½ - 21) routinely go to a state-funded program or into apartments, or they live with friends or relatives. Webster-Cantrell Hall operates two programs, a Transitional Living Program and an Independent Living Option project.

Persons discharged from health care institutions routinely go to private homes, independent living facilities, skilled nursing, intermediate care, or into subsidized housing. The threat of homelessness to this group was not identified as a priority need.

Heritage Behavioral Health Center, Decatur's community-based behavioral health and substance abuse provider, has a protocol delineating the importance of securing stable housing options prior to discharge in order to avoid immediate homelessness. The provider is mandated to secure appropriate housing at discharge. Heritage is a leader in providing supportive services to homeless persons and operates the Oasis Day Center. Due to the loss of funding, Oasis may close its doors in the summer of 2013.

The Illinois Department of Corrections also has a Discharge Protocol requiring that inmates not be immediately discharged into homelessness. Persons discharged from correctional institutions routinely go to family homes, homes of friends, or transitional housing provided by the Salvation Army and Dove. However, many ex-offenders frequently fall into homelessness soon after release. Housing is needed at all stages: emergency shelter, transitional and permanent. The need for housing varies from 1-2 nights to long-term. The ex-offender population is mostly but not exclusively male.

The community currently has two transitional projects targeted to ex-offenders. The Illinois Department of Corrections (IDOC) has a contract with Dove (through Homeward Bound) to provide temporary housing for 60-90 days for persons released from state prisons. This contract is open-ended and pays on a per capita basis.

### *Veterans*

Housing for veterans who are homeless, at risk, or living in unsuitable conditions has been identified by local service agencies as a need in Decatur. To address this need, the "North Street Commons" project is currently being developed by a local contractor, D&O Properties One, LLC. When completed, this will provide 13 units of permanent supportive housing for veterans. Three single family units (1930 E. Johns, 1437 E. Sedgwick, and 1626 E. Lincoln) will provide housing for veterans. The sub-grantee, D&O Properties One, LLC., received Neighborhood Stabilization Funds (NSP) through the State of Illinois. All 16 units are completed. Thirteen of the units are currently rented.

The newly-formed Decatur Coalition for Veterans Concerns is currently identifying possible applicants for the North Street Commons project. The Coalition is in the process of reaching out to all the Veterans services, the Dept. of Defense and the VA to identify the number of Veterans and service personnel in Macon County

The Decatur Coalition for Veterans Concerns hopes to develop additional housing for veterans and is working with Lutheran Child & Family Services to identify further opportunities. Possible funding sources for further projects include IDHA, the Department of Veterans Affairs, and other federal funds when available. They also hope to work with DHA to make Macon County a HUD-VASH (Veterans Vouchers) recipient.

Heritage Behavioral Health Center provides transitional housing for homeless veterans under a contract with the Department of Veterans Affairs (VA). Heritage provides room and board for up to six months, with extensions possible for another six months. It can serve up to eight persons.

#### *Families and Youth*

While Decatur is fairly well served by existing emergency housing for single males, the community is lacking in facilities for families with children, especially for children over age 12 (especially boys), men with children, and minors with children of their own.

A new facility to address the emergency housing needs of youth is Hilltop House, owned by Woodford Homes and operated by the Youth Advocate Program, which provides up to six beds for runaway or locked-out youth.

The Interfaith Action Committee, a local group of volunteers and churches whose mission is to identify needs and respond to gaps in Decatur's services, has identified the emergency housing needs of families as a top priority. They formed a non-profit organization called "Decatur Family Refuge Inc." which purchased, renovated, and opened the facility to provide emergency/transitional housing for up to five families. The facility is called "Decatur Family Sanctuary."

#### *Homeless Persons with Disabilities*

While newly built or remodeled facilities for the homeless include accessibility features, many of Decatur's housing options for the homeless are in older buildings that are not accessible to persons with physical disabilities. This has been identified as a need by Soyland Access to Independent Living (SAIL) and other service providers.

#### *Additional Programs and Supportive services*

Services to the homeless include areas such as prevention, outreach, and supportive services including food and clothing, drop-in shelter, assessment, case management, life skills, substance abuse and mental health treatment, health care, education, employment assistance, child care, and transportation. The change in Illinois State funding to a fee-for-service basis has substantially reduced funding for outreach and services for which a particular client cannot be billed. This bill will have a large impact on Heritage Behavioral Health Center's Oasis Day Center. The loss of funds will adversely affect the Oasis Day Center which may result in closure. The outpouring of support by Decatur's residents and faith-based organizations has been extremely generous.

#### *At-risk Population*

One of the identified priority needs is that of the at-risk population – the large number of individuals and families who are at imminent risk of becoming homeless.

Many may not fit this definition but are close to homelessness due to extreme poverty, recent job loss or foreclosure, etc. While many services are available to keep people in their homes, more are required. Services that could assist this population are substantially the same as those targeting the lowest income, "hardest-to-house" population and include additional rent subsidy and assistance programs, financial counseling, tenant counseling, life skills training, education, job training and employment services, legal assistance, support of area food pantries, soup kitchens and clothing pantries, and programs to improve the rental housing stock and assist low-income homeowners with repairs to their homes.

#### *Public Education*

There is a continuing need to educate the public about homelessness. This is a primary role of the Homeless Advisory Council, which conducts various outreach activities such as the National Hunger and Homelessness Awareness event in November. Homeless Council meetings are also an opportunity for service providers to announce events and activities, share information, and coordinate their efforts.

#### **4. Strategic Plan**

The City's strategy to address homelessness incorporates three aspects: the objectives of the Decatur/Macon County Continuum of Care, the recommendations presented in the Ten Year Plan to End Chronic Homelessness, and specific City objectives regarding prevention, outreach and assessment, emergency shelters and services, transitional housing, transition to permanent housing, chronic homelessness, and supportive services.

The City endorses the recommendations of the Working Group on Chronic Homelessness as stated in the Ten Year Plan to End Chronic Homelessness which was approved in March, 2010. Some of the specific City strategy areas are:

- Obtaining accurate data about chronic homelessness and estimates of housing needs on an annual basis
- Increased use of the Homeless Management Information System (HMIS) by all prevention and housing programs to effectively serve people in need
- Enhanced coordination among local prevention programs to interrupt the process leading to chronic homelessness as early as possible
- Plugging gaps in the emergency shelter system
- Developing a community-based system to screen proposals for additional housing to assure that new projects will fill unmet needs
- Channeling City funding towards projects which address identified needs
- Encouraging flexible use of housing resources whenever possible, instead of restricting housing units or beds to specific categories
- Sustaining the strong system of supportive services
- Encouraging the development of an innovative Chaplaincy Program to serve the homeless and those at risk of homelessness

Further, the City has established the following strategy to combat homelessness in our community in the following specific areas:

### *Outreach and Assessment*

Decatur subscribes to the “No Wrong Door” concept, whereby access to any component of the Continuum of Care system is access to the whole system. While certain organizations perform outreach to specific groups, every organization does outreach for all groups by linking them with appropriate resources.

#### **The City’s strategy for outreach and assessment includes:**

- Continuing the current system and expanding/incorporating additional points of contact, especially with particular subpopulations such as veterans through the Decatur Coalition for Veterans, to youth/families through the Youth Advocate Program and social service providers, and to the re-entry population through a local advisory council.
- Continuing to educate the public about homelessness, and coordinate with homes service providers, by taking an active role on the Homeless Advisory Council and as a member of the Governing Board and the Working Group on Chronic Homelessness.
- Assist in strengthening the tie between the community’s emergency shelters and agencies which provide assessment and case management opportunities, to ensure that all clients of emergency shelter are assessed and referred to appropriate resources.

### *Emergency Shelters and Services*

While the City’s supply of emergency shelters has increased in recent years and may be nearly sufficient to address the needs of individual males, a need has been identified for additional facilities for couples, families with children, especially for children over age 12 (especially boys), men with children, and minors with children of their own.

#### **The City’s strategy includes:**

- Supporting efforts to increase the number of emergency beds and units for homeless individuals and families for which no or limited emergency housing is currently available.
- Strengthening and supporting the network of existing emergency housing providers to improve assessment, referral, and case management services, cross-referrals, and to improve the condition of the facilities.
- Supporting efforts to continue, and increase where needed, programs providing emergency services including food and clothing pantries, referral services, mental health and substance abuse counseling, health services, transportation, etc.
- Continuing to support and improve the link between emergency housing/services and long-term case management, counseling, education, job training, transitional/permanent housing, and other resources to assist families and individuals in moving out of homelessness.

### *Transitional Housing*

Homeward Bound, Decatur’s transitional housing program, continues to provide case management, supportive services and housing for individuals and families. Some of Decatur’s existing service providers and faith-based organizations have expressed interest in creating or expanding into longer-term, transitional programs including case management services.

#### **The City’s strategy includes:**

- Supporting the continuation and expansion of the Homeward Bound transitional housing program.

- Continuing to support the Homeward Bound programs and participate on the Homeward Bound Review Committee.
- Encouraging the development of new transitional housing programs and facilities by faith-based and other housing organizations to meet specific unmet community needs.

#### *Transition to Permanent Housing*

The City uses two models to move persons from homelessness to permanent housing: the "Continuum of Care" approach of progressing through various levels to the most independent housing they can manage, and the "Housing First" model of immediate placement in permanent housing as the most successful method for then addressing the other needs (for employment, education, health services, etc.).

Consequently, the City's strategy includes:

- Supporting the Decatur/Macon County Continuum of Care's 2012 Strategic Planning Objectives to create new permanent housing beds for chronically homeless individuals, increase the percentage of homeless persons staying in permanent housing for at least six months to 77 percent or more, increase the percentage of homeless persons moving from transitional housing to permanent housing to 65 percent or more, decrease the number of homeless households with children, and increase the percentage of participants in all CoC-funded projects that are employed at program exit to 20 percent or more.
- Supporting efforts of area service providers to secure funding for additional leased units or new facilities for permanent supportive housing to meet specific unmet community needs.

#### *Chronic Homelessness*

The City convened a Working Group to develop a Ten-Year Plan to End Chronic Homelessness (approved by City Council in March 2010).

The strategy expressed in the Ten-Year Plan to End Chronic Homelessness ("Ten Year Plan") is a three-pronged approach: prevention, housing and services. It calls for early identification and prevention for three target groups: homeless families with school children, young adults, and applicants for assistance from the HPRP program. It recommends a wide range of housing choices rather than earmarking units for exclusive use by persons who are chronically homeless by the HUD definition, ensuring that all housing is decent, safe and affordable. And it advocates the sustaining of the community's network of effective intensive services, including case management, community support, and daily living skill development.

#### *Supportive Services*

According to the Ten Year Plan, Decatur has an extremely strong and effective system of services compared with most communities in the nation. Decatur's system is characterized by a high level of cooperation and collaboration among service providers, and by evidence-based and outcome-based programming. Unlike most communities the homeless population holds service providers in high esteem; they have little distrust and hesitancy toward human service agencies.

To continue decreasing chronic homelessness, the Ten-Year plan recommends that the community sustain its network of effective intensive services, including case management, community support, and daily living skill development. Services should be rooted in evidence-based and best-practices approaches such as engagement, stages of change and motivational interviewing. As future research is conducted, providers should remain open to new approaches

that prove effective. The key priority in the face of declining state and support for community-based services is to maintain the key elements of the current system.

One service need identified in the Ten-Year Plan is to address the spiritual needs and issues of the homeless. The Plan recommends development of a Chaplaincy Program, through which trained personnel could listen and respond to spiritual concerns. This would be a multi-faith and combined effort of several organizations. This innovative program would have two components: training current responders (person in positions to be approached for counsel such as clergy, lay leaders, church staff, parish nurses, and behavioral health advocates) in appropriate listening and support techniques for working with the homeless, and creating a position of "Chaplain to the Homeless," who would call on shelters and other places where homeless and "street people" congregate. The Working Group along with Millikin University is reviewing the needs and services that currently exist in the community. An update to the Ten Year Plan to End Chronic Homelessness is expected by year end 2013.

### **Needs of Public Housing**

In its PHA 5-Year Plan for 2010-14, the Decatur Housing Authority states its mission as "To provide and maintain quality affordable housing with access to community resources for low to moderate income families and individuals." During FY13, the City of Decatur will help address the needs of public housing and its residents by:

- *Supporting the DHA's objectives to build or acquire additional housing units and vouchers* by working with DHA to facilitate land acquisition, building permits, and construction of additional public housing units.
- *Assisting DHA residents in attaining homeownership* by encouraging DHA residents to apply to homeownership assistance programs provided by private lenders and by supporting existing and additional pre- and post- home purchase counseling programs for DHA residents, such as those currently provided by CICD.
- *Continuing to support and work with programs that encourage resident self-sufficiency, management and employment opportunities* by encouraging CDBG sub recipients to notify DHA residents regarding employment and training programs. If requested, City staff will continue to coordinate with self-sufficiency programs by serving on committees, attending meetings, etc.
- *Working closely with DHA to facilitate construction of a retail center within Wabash Crossing* to promote an improved living environment and increased economic opportunity for DHA residents.

### **Barriers to Affordable Housing**

Decatur is committed to pursuing policies which provide incentives to develop and maintain affordable housing within its jurisdiction. It is unlikely that any public policies are a major deterrent to the development of new affordable housing. The amount of new affordable housing that has been constructed in Decatur in recent years is proof that our policies have encouraged its development.

1. **Zoning.** In 2005 the City of Decatur amended zoning regulations which addressed the barriers to affordable housing. The new regulations maintained the generous restrictions on family size. There are no restrictions on the number of related persons that may share a dwelling unit. Up to eight (8) unrelated individuals may occupy a single dwelling unit. The new Zoning

Regulations made some important changes to allow for creative development and provide incentives to construct affordable housing. A prime example is the adaptive reuse of the former Roosevelt Middle School property into 72 dwelling units for low to moderate income residents. The flexible standards have permitted the reductions in lot sizes and setbacks.

**2. Building Codes and Rehabilitation.** The City has adopted use of the 2006 International Residential Building Code to replace outdated codes which in the past may have presented barriers to developers. Since it is standard to most communities, the new code will be easier for builders to understand and comply with and thus be an incentive for new construction. It also incorporates higher standards for energy efficiency, saving on utility costs and making new homes more affordable.

The Building Inspections Division works closely with developers of any affordable housing projects to facilitate construction and eliminate any barriers to their timely completion. In addition, building code officials can make variances or use some flexibility with certain codes to decrease the expense of a rehabilitation or affordable housing project as long as life safety requirements are still being met.

**3. Taxing Policies.** Decatur has shown its willingness to use its taxing authority to stimulate redevelopment in its older, most affordable neighborhoods. In 2000 Decatur adopted an ordinance establishing the "Olde Towne Redevelopment Plan and Project Area" and authorized Tax Increment Financing (TIF) to finance redevelopment project costs. Along with rehabilitation and redevelopment of blighted sections of downtown, use of TIF funds included visual enhancement of the residential area through streetscaping and signage. In 2003 the City adopted the "Near North Redevelopment Project Area and Redevelopment Plan" and approved TIF for this project—Wabash Crossing. TIF funds were used for infrastructure and public improvements.

**4. Special Districts.** The existence of national and local historic districts might be considered a barrier to affordable housing. Nationally recognized are the Decatur Downtown and the West End Historic Districts. Locally recognized are the Near West and the Macon Place Historic Districts. All of these are located in the "inner city" of Decatur which includes some of its most affordable housing. Within the locally designated historic districts, a Certificate of Appropriateness is required before any architectural alterations or exterior changes are made to any structure. Certificates are reviewed by the Historical and Architectural Sites Commission (HASC) at monthly meetings for approval or denial. Within the national historic districts, a review process is required whenever federal funds are being used for building rehabilitation, and specific federal guidelines must be followed in the rehabilitation work. These processes and requirements can add time and expense and may discourage rehabilitation of affordable housing in these areas. The preservation of Decatur's historic housing is an important goal. Historic district designations enhance property values and help to safeguard the heritage of the community for the education, pleasure and enrichment of all residents. Decatur's approach is based on the premise that historic district neighborhoods can and should be growing, vital, and vibrant places to live, work and congregate.

### **Anti-Poverty Strategy**

The City of Decatur is committed to reducing the number of families in poverty. The City works towards reducing poverty by providing low-income persons and families with programs

that improve their housing, provide a more suitable living environment, and that motivate and help them move toward self-sufficiency. The City of Decatur works closely with various public service providers and other units of local government to provide low income families with supportive services.

During FY2013, it is anticipated that the City will continue to partner with various social service agencies and address the goal of reducing poverty in the community. The City's strategy will include:

- *Providing financial assistance to low-income persons and families to achieve homeownership*, thereby improving their financial condition and increasing stability. These homebuyers are required to receive homeownership counseling by HUD-certified Homeownership Counseling agencies.

- *Continue working with the Homeless Advisory Council* to address the needs of the lowest income population.

- *Continuing programs to improve housing conditions for low income residents and the quality of housing in low income neighborhoods*, including emergency and housing rehabilitation.

- *Utilizing CDBG funds to collaborate with vocational, business and other organizations* to provide new expanded educational and job training opportunities for low income residents.

- *Supporting programs to assist public housing residents* to improve their quality of life and economic condition.

- *Ensuring that any programs the City initiates or participates in to address poverty are in line with goals established by agencies for which this is a primary mission*, such as the Decatur-Macon County Opportunities Corporation (DMCOC), the United Way of Decatur and Mid-Illinois, and the Human Services Area Consortium (HSAC).

### **Lead-Based Paint Hazards**

Due to the age and condition of housing in Decatur, especially in the urban core neighborhoods, exposure to the harmful effects of lead-based paint is an issue which must be addressed. The need for continued lead screenings, lead mitigation and abatement work in Decatur remains an important health/environmental issue. **Section VI.D., FY2010-2014 Consolidated Plan**, outlines the City's strategy to address lead paint hazards, as required of all jurisdictions that receive funding from the CDBG program, HOME program, and other CPD programs. In 2013, the City of Decatur will continue to comply with lead-based paint regulations in the following manner:

- *The City will continue to reduce the exposure to lead-based paint hazards in housing units through its federally-funded housing programs*, thereby improving the quality of the existing housing stock and providing a safer environment for low-income residents. All units rehabilitated through federally-funded rehabilitation programs, including those rehabilitated by a CHDO, must pass a lead clearance inspection upon completion of the work. Identified lead hazards in units assisted by other federally funded programs, such as the Homebuyer Program, will also be addressed in accordance with regulations.

- *The Neighborhood Services Department will ensure that staff understands and complies with HUD's lead-based paint regulations*. Staff members will attend HUD's Lead-Based Paint Training refresher courses when offered.

- *The City will continue to provide methods and assemble materials to educate homeowners, and occupants of rental housing about the lead-based paint requirements.*
- *The City will continue to nurture the existing relationships and establish new contacts with lead professionals and key partners, such as risk assessors and clearance technicians, public health departments, and HUD lead grantees.*

### **Institutional Structure/Coordination of Resources**

The Neighborhood Outreach Division of the Neighborhood Services Department carries the full responsibility for coordinating, scheduling, and carrying out the components of the City of Decatur's Consolidated Plan and Action Plan. However, many other organizations share in the City's efforts to meet Decatur's housing and community development needs. Decatur prides itself on the close coordination and working relationship between its many governmental and public service agencies to address the needs of its low income and homeless residents. The coordination of resources and efforts is accomplished through ongoing discussions with service providers and periodic special meetings and public hearings to solicit their comments.

Decatur's certified Community Housing Development Organizations (CHDOs) are eligible to apply for and receive funding through an annual grant cycle. As required, at least 15% of the city's HOME entitlement is set-aside for CHDO projects. CHDOs will be monitored annually to ensure compliance with federal and local guidelines.

In FY13 the City intends to:

- *Partner with various housing service agencies by providing supportive services and staff support. Staff will continue to take an active role with the Fair Housing.*
- *Partner with homeless housing and service provider agencies for periodic review and updates of the City's Ten-Year Plan to End Chronic Homelessness.*
- *Fund eligible CHDOs and work closely with them on project development; and actively assist other housing organizations which seek to become CHDOs.*
- *Partner with local faith-based institutions, such as Dove, and outreach to additional faith-based organizations to coordinate assistance to the homeless and other population groups.*
- *Take an active role on numerous committees and Boards to coordinate resources such as the Decatur Community Partnership, Decatur Job Council, Decatur Macon County Opportunity Corporation (DMCOC), DCDF, Inc., Homeward Bound, Decatur Area Education Coalition (DAEC), HSAC, etc.*
- *Partner with private financial institutions to offer homebuyer assistance and promote down payment assistance programs; work through CICD Welcome Home Program.*
- *Work closely with the DHA on completing and sustaining the Wabash Crossing development and other initiatives to assist public housing residents.*
- *Take an active role in neighborhood advocacy by working closely with CONO, by supporting neighborhood initiatives such as National Night Out and the Regional Neighborhood Network Conference.*
- *Continue to pursue additional funding opportunities to address the decent, safe, affordable, and accessible housing needs of residents and to address the elimination of slum and blight in our neighborhoods.*
- *Support the goals established by other community organizations to better the lives of Decatur residents, such as the United Way of Decatur and Mid-Illinois, the Macon County*

Mental Health Board, the Decatur Community Partnership, DMCOC, and the Community Foundation.

- *Meet regularly with the Planning & Building Services Department to ensure coordination with local economic development initiatives, transportation plans, historic site preservation, Brownfield redevelopment, energy-efficiency initiatives, etc.*

- *Partner with other businesses, organizations, financial institutions, community groups, schools, Richland Community College, and Millikin University to provide financial literacy activities are coordinated and put on by the partnership. The goal is to help individuals raise their standards of living and contributes to the welfare of neighborhoods and the community.*

### **Obstacles to Meeting Underserved Needs**

The FY2010-2014 Consolidated Plan identifies a number of housing and non-housing community development needs which outline its priority needs and strategies to address them. Most of those needs are being addressed by the actions taken either by the City, public service agencies, or the private sector. There are always additional needs being identified or areas which are underserved by the current strategy. Some of the high priority community needs which were identified include: educational and job training, employment opportunities, neighborhood programs, and needs of low-income renter households. While the City anticipates utilizing some of their federal entitlement to address these needs, insufficient funding at the federal and state level is often an obstacle.

During FY13, the City will address the obstacles to meeting underserved needs by:

- *Supporting efforts of other agencies to secure funding to meet identified **needs** such as applications to IHDA for funding for special needs housing, applications to HUD for additional Shelter Plus Care vouchers, etc.*

- *Providing funding for an employment training and education program to assist in addressing Decatur's current unemployment problems.*

- *Addressing the needs of low-income renters through housing code enforcement and fair housing activities. Some other strategies to assist low-income renters, such as through a rental housing rehabilitation program, rental housing inspections, or landlord licensing, remain controversial and are not anticipated at this time. Discussions are on-going.*

- *Working with DHA to improve and develop standards and procedures, to ensure employment and other economic opportunities, to the greatest extent feasible, be directed to low- and very low-income persons.*

- *Providing funding to preserve existing affordable housing stock in some cases where otherwise this would be economically unfeasible, such as through HOME-funded housing rehabilitation.*

- *Participating on various community boards and committees to identify and address underserved public service needs, such as the Decatur Area Education Coalition, the Macon County Senior Coalition, The Decatur Community Partnership, Decatur Macon County Opportunity Corporation (DMCOC), Human Service Agency Consortium (HSAC), the Macon County Mental Health Board's "Focus on the Future", and Survey of Unmet Community Needs.*

### **Efforts to Foster/Maintain Affordable Housing Goals**

Many of Decatur's FY13 objectives will serve to foster and maintain affordable housing within the community. These efforts include:

- *Use of both CDBG and HOME funds to maintain and improve the existing affordable housing stock through the Homeowner Rehabilitation Program and Emergency Program.*
- *Use of CDBG funds to enforce housing codes in low-income neighborhoods*
- *Support efforts of DHA to increase the number of public housing units*
- *Provide HOME funds to Decatur's CHDO to use, in conjunction with other public/private resources, to provide new or substantially rehabilitated affordable housing units*
- *Continue monitoring HOME-assisted housing units to ensure continued affordability and compliance with housing quality standards*

### **Affirmative Marketing**

The City of Decatur will ensure that all HOME-assisted projects of five (5) or more units are affirmatively marketed to all persons as required. All developers, nonprofits and CHDOs who receive federal funds from the City must include an affirmative marketing plan in their project proposal. The primary focus of the plan will be to determine how the recipient will solicit applications from persons who are least likely to apply for Home funded projects.

This plan must include methods for informing the public, owners and potential tenants about fair housing laws, a description of how they intend to affirmatively market the housing, and how they intend to inform any persons not likely to apply for housing without special outreach.

Sub-recipients and CHDOs are required to maintain records to document their affirmative marketing efforts and assess its effectiveness. These records and efforts will be assessed during project monitoring, and corrective actions will be taken if necessary.

### **Minority/Women Business Outreach**

The City of Decatur continues to support sound development and planning principles to facilitate the orderly growth of a diverse economy. The City promotes a healthy, low-cost business climate for existing and prospective employers as well as recognizes that it needs to continue recruiting additional minority contractors, particularly for its rehabilitation projects. Efforts to attract minority and women-owned contractors to bid on HUD-funded projects will continue to expand in the coming year.

Efforts will include support Decatur Housing Authority's current efforts to involve minority contractors in various projects, to provide contractor workshops, to do additional advertising, and to be open to discussion/research of techniques used in other cities in order to attract minority bidders and contact prospective minority contractors.

The City of Decatur encourages the use of MBEs and WBEs, to the maximum extent possible, in connection with HOME/CDBG funded activities.

The City of Decatur will require its contractors to provide equal employment opportunity to all employees and applicants for employment without regard to race, color, religion, sex, national origin, disability, veteran's or marital status, or economic status and to take affirmative action to ensure that both job applicants and existing employees are given fair and equal treatment.

The goal is the recruitment, employment, and utilization of Decatur residents and other eligible persons and business by contractors working on contracts partially or wholly funded with the United States Department of Housing and Urban Development (HUD) monies.

The City of Decatur strongly desires the employment and other economic and business opportunities generated by the Department of Housing and Urban Development (HUD) financial assistance, to the greatest extent feasible, to be directed to public housing residents and other low-income persons, particularly recipients of government housing assistance, and business concerns that provide economic opportunities to low- and very-low income persons. Contractor and sub-contractor will be required to follow this policy when feasibly possible.

### **Monitoring/Property Inspections**

The City of Decatur is committed to compliance with all federal regulations by an on-going system of monitoring all CDBG, and HOME funded activities. This compliance applies to the City of Decatur and any sub recipient, developer, and CHDO. Neighborhood Outreach staff conducts two types of program/project monitoring: desk monitoring and on-site monitoring.

Desk monitoring is an ongoing process of reviewing the City's program performance and the performance of sub-recipients, CHDOs, and developers. The city has designed sub-recipient and CHDO manuals as well as program manuals for the homeowner occupied programs. Copies of the manuals are provided to sub-recipients, CHDOs, and developers. As an additional monitoring tool, monitoring checklists are used for various programs and projects.

The monitoring process is used to observe the strengths and weakness of programs or the lack of activity or inappropriate changes in the city program/sub-recipient/CHDO/developer projects or activities. The information is a tool to identify problems or potential problems that hinder the accomplishment of projects. Analysis of sub-recipient data may indicate a need for special monitoring visits by city staff to resolve or prevent further problems.

City staff conducts periodic on-site monitoring of all sub-recipients, CHDOs, and developers. An on-site visit is conducted at least once during the duration of the program and at project close-out. Additional on-site visits are conducted as needed and if findings in the initial visit deem it necessary.

On-going internal reviews of city programs are conducted by the Neighborhood Outreach staff.

### ***Meeting Goals and Objectives***

The City of Decatur recognizes the need to monitor its accomplishment of goals and objectives. Sub-recipients, CHDOs, and developers are required to submit monthly reports of their accomplishments. These figures are collected, compiled into cumulative spreadsheets, and reported annually in the Consolidated Annual Performance and Evaluation Report (CAPER). Figures on accomplishments of in-house CDBG and HOME funded programs (housing rehabilitation, etc.) are also collected, compiled, and reported in the CAPER. It is the goal of the City of Decatur to update and maintain the various phases of each project on the IDIS system on a regular basis.

## *Performance Goals and Monitoring*

The City of Decatur uses a Performance Measurement System for its CDBG- and HOME-funded activities. This system assists the City in assessing the productivity and impact of programs on which federal resources are expended. The performance measures for each specific objective are included in the narrative for each objective and in the Summary of Specific Housing/Community Development Objectives (*Appendix A, Transition Table 2C "Summary of Specific Housing/Community Development Objectives"*) and the Summary of Specific Annual Objectives (*Appendix A, Table 3A*) of this document.

The City continues to expand and refine the use of the performance measuring system and report on this in the self-evaluation section of the annual CAPER.

Following is an example of performance measurements:

To address the issue of improving housing conditions for low-income homeowners, the City and sub-recipients will provide opportunities for low-income homeowners to rehabilitate the housing. The rehabilitation will address code compliance, incipient codes, and potentially improve energy conservation. The positive outcome includes but is not limited to: safe, sanitary, accessible, and affordable housing units for low-income homeowners. This will provide an avenue for homeowners to stay in their home, preserve the housing stock, stabilize neighborhoods, improve energy efficiency, assist with crime prevention, and preserve the property value for the homeowner.

The City has also approved guidelines for resale or recapture of funds during the affordability period for HOME-assisted homeownership housing. In general, the City will use **recapture** rather than **resale provisions** whenever this is possible (i.e., in any case where there is a direct subsidy to the homebuyer). Resale provisions will be used when there is a development subsidy only, with no direct subsidy to the homebuyer. However, it is possible that a case might arise where the resale provisions would be used instead even if the recapture provisions would be permitted. If this were to occur, this determination would be made prior to closing with the homebuyer and documented in the project file.

**Recapture/resale provisions** are triggered when a homebuyer fails to live in the HOME-assisted property for the full length of the affordability period (5, 10, or 15 years). The four events that trigger these provisions are included in the Homebuyer Agreement, Note attached to the mortgage, and deed restriction on each HOME-assisted homebuyer property.

The length of the **affordability period** is either five (5), ten (10), or fifteen (15) years depending on the amount of HOME subsidy provided directly to the homebuyer. This subsidy is usually in the form of either down payment assistance or a reduction in the cost of the property below its appraised market value. This assistance is usually less than \$15,000, so the affordability period is usually five (5) years. The affordability period is calculated starting from the date of closing and occupancy for the HOME-assisted property entered into IDIS.

City staff ensures that the resale/recapture provisions are enforced through annual monitoring of all HOME-assisted homeownership projects. Each homeowner is sent a letter which they

must sign and return, certifying that they still occupy the HOME-assisted property. CHDO's are monitored annually to ensure that they are monitoring their homeownership projects in a similar manner.

The homebuyer's mortgage with the City includes a clause which outlines what occurs if the recapture provisions are triggered. The clause states that the HOME funds are immediately due and payable to the City, in an amount based on the sharing of net proceeds of the sale of the property. The City of Decatur and its CHDO's in homebuyer programs are to base the recapture amount on the net proceeds available from sale rather than from the entire amount of the HOME investment, as required by HOME regulations.

If a homebuyer fails to comply with the affordability requirements but does not sell the property (e.g., moves elsewhere but does not sell the home), the City would pursue legal action against the homeowner. The owner would be required to pay all legal expenses, as stated in the Mortgage and Note.

If a determination is made to use the **resale** rather than the recapture provisions (or if only a development subsidy is provided, so that the resale provisions are required), provisions would be included in the deed restriction or lien on the property stating that if the property was sold during the affordability period the new purchaser must meet the HOME definition of low-income and occupy the property as the family's principal residence. Also, the sales price must be affordable to the new purchaser. "Affordable" will be defined as no more than 30% of the purchaser's income may be used to pay the fixed costs of owning a home.

Any funds which are recaptured as a result of a homebuyer property being sold within the affordability period would be returned to the City and will be used for other HOME-eligible projects. No recaptured funds would be used for planning or administrative costs.

### **On-site Property Inspections**

To ensure each housing unit previously assisted continues to meet minimum property code requirements under the Rental Rehabilitation Program, City staff (Rehabilitation Construction Specialist) conducts on-site inspections of the assisted properties. Inspections schedules are based upon the number of units assisted. If any code concerns and/or violations are present during the onsite inspection, the property owner is provided a detailed inspection report listing all required repairs. The owner is given reasonable time to address all necessary repair work as noted in the report. Once repairs have been made, city staff conducts a follow-up inspection verifying work completed. This inspection process is ongoing until the loan provided is paid in full or forgiven in its entirety.

To ensure code compliance, each housing unit assisted under the Purchase and Assist Program, City staff (Rehabilitation Construction Specialist) conducts an inspection of the potential properties. The Rehabilitation Construction Specialist completes the Section 8 Housing Quality Standards Checklist (HQS). If any code concerns are found, the checklist identifies the issues. A copy is provided to seller and a copy is retained for the file.

City staff continues to stay abreast of Building Occupancy Code and Housing Quality Standard requirements to remain compliant with the City of Decatur's local building codes and federal requirements as it relates to decent, safe and sanitary housing.

### ***HOME Program Monitoring Process***

The City's adopted Monitoring Plan for HOME-Funded Activities establishes procedures for both desk and on-site monitoring of all homebuyer and rental projects, whether conducted by the City, its CHDOs, or other agencies. The City of Decatur's HOME Monitoring Plan establishes on-going monitoring responsibilities, particularly for rental projects and lease to purchase projects.

**CHDOs:** According to the HOME Monitoring Plan, each CHDO is monitored annually through a desk and on-site review. In addition, each project is monitored to confirm matching funds and to determine compliance with maximum per unit subsidies, maximum mortgage limits, income eligibility and code compliance. CHDOs are required to submit documentation prior to each project closing to certify that resale or recapture provisions have been determined, the correct affordability period has been established, and that the proper corresponding lien and deed restriction has been attached to the sale of the property. CHDOs may allow forgiveness of the HOME homebuyer subsidy over the term of the affordability period if this is so stated in the Lien/Mortgage and Agreement.

**Homebuyer Programs:** Past, present, and future programs, such as: The HOME Buyer Down Payment Assistance Program and The Purchase and Assist Program will continue to be monitored to ensure that recapture provisions have been included and the appropriate affordability period established. The recapture clause is included in all mortgages under the Homebuyer program and is explained to the homebuyer prior to and at closing.

**Long-Term Affordability Provisions:** The City of Decatur has established long-term affordability provisions for all HOME-funded homebuyer and rental assistance programs as follows:

1. **Homebuyer Programs:** HOME funds will be used to assist low-income homebuyers through various programs, both in-house and through subrecipient agencies. Program guidelines will be established as to the appropriate affordability period (dependent on the amount of HOME assistance provided) and the resale or recapture provisions which will be used. This determination will be made prior to closing with the homebuyer, and will be included in the Agreement and Note, which is recorded as part of the mortgage on the property. The affordability period and recapture provisions will be explained to the homebuyer prior to and at closing. The homes will be monitored annually throughout the affordability period to ensure that the purchaser is using the home as their primary residence.

2. **CHDOs:** For each house that the CHDO rehabilitates or constructs for sale to a qualified, income-eligible household, the CHDO is required to determine the appropriate affordability period (dependent on the amount of HOME assistance provided) and the option that will be applied at closing with the homebuyer. The options available under the HOME program are resale within the period of affordability to another low/moderate income buyer or recapture of funds in whole or prorated down based on the number of years in occupancy. This determination must be made prior to closing with the homebuyer, and must be included in the

Agreement and Note, which is recorded as part of the mortgage on the property. At project close-out (sale of the property to a qualified, eligible household), the CHDO submits to the City documentation of its resale/recapture determination and a copy of the Lien/Deed Restrictions. CHDOs may allow forgiveness of the HOME subsidy over the term of the affordability period if this is included in the Lien/Mortgage and Agreement.

3. **Rehabilitation Programs:** Although HOME regulations do not require an affordability period for HOME-funded owner-occupant rehabilitation, the City of Decatur has established a policy that a minimum 2-year affordability period will apply. This is recorded in the Agreement and Note, which is recorded as part of the mortgage on the property.

4. **Rental:** All HOME-assisted rental projects (supportive housing, etc.) will continue to be monitored to ensure compliance throughout the affordability period with allowable income and rent levels (annual re-certification) and property standards (every one, two or three years depending on the number of units in the project). The length of the affordability period is dependent upon whether the project is new construction or rehabilitation, and the number of units. A spreadsheet tracks all rental projects and monitoring dates.

5. **Lease-purchase:** HOME funds may be used to assist homebuyers through lease-purchase programs for existing housing and for housing to be constructed. The housing must be purchased by a homebuyer within 36 months of signing the Lease-Purchase Purchase Agreement. The homebuyer must qualify as a low-income family at the time the lease-purchase agreement is signed. If HOME funds are used to acquire housing that will be resold to a homebuyer through a lease-purchase program, the HOME affordability requirements for rental housing (see 92.252) shall apply if the housing is not transferred to a homebuyer within forty-two (42) months after project completion. Lease-purchase projects will be tracked through a spreadsheet to ensure compliance.

### **Citizen Participation Plan**

Section 91.105 of the Consolidated Plan Final Rule (24 CFR Part 91) requires each participating jurisdiction (**PJ**) to adopt a **Citizen Participation Plan** that sets forth its policies and procedures for citizen participation. The Citizen Participation Plan must provide for and encourage citizens to participate in the development of the consolidated plan, any substantial amendments to the consolidated plan, and the performance report. It is designed specifically to encourage participation by the residents of predominantly low- and moderate-income neighborhoods, minorities and non-English speaking persons, as well as persons with disabilities, local and regional institutions and other organizations, and residents of public and assisted housing developments. The Citizen Participation Plan and any substantial amendments must be made public and available for citizen comment. Accordingly, the City of Decatur has hereby established the following Citizen Participation Plan.

#### **1. General Provisions**

The City of Decatur will provide for and encourage citizen participation in an advisory role in planning, implementing and assessing each aspect of its program (the **Program**) for utilizing funds received through the U.S. Department of Housing and Urban Development's (HUD) office of Community Planning and Development; namely, the development of the Five-year Consolidated Plan, any substantial amendments to the Consolidated Plan, the Annual Action

Plan, Environmental Review Record (ERR) and the Consolidated Annual Performance and Evaluation Report (CAPER). None of the provisions for citizen participation listed below will be construed to restrict the responsibility and authority of the City of Decatur for the development of application for funding through this Program.

The following written Citizen Participation Plan sets forth the procedures that implement each of the requirements as set forth in Section 91.105 of the Consolidated Plan Final Rule, 24 CFR Part 91, of January 5, 1995 as updated through February 6, 2006.

## **2. Standards of Participation**

The City of Decatur will provide a process of citizen participation at both the community-wide and neighborhood levels. The process will meet the following standards: All aspects of citizen participation will be conducted in an open manner, with freedom of access for all interested persons;

- a. The City of Decatur will encourage participation by low and very low income persons, members of minority groups and non-English speaking persons, residents of areas where a significant amount of funds are proposed to be used, persons with disabilities, residents of public and assisted housing developments and targeted revitalization areas, and other local regional institutions and organizations;
- b. The City of Decatur will make reasonable effort to ensure continuity of involvement of citizens and citizen organizations throughout all stages of the program; and
- c. The City will utilize a variety of techniques to solicit community involvement and provide citizens with a reasonable opportunity to submit comments.

## **3. Adequate Information**

The City of Decatur will provide full public access to program information and make affirmative efforts to provide adequate information to citizens, particularly those of low and very low income and those residing in areas where a significant amount of funds are proposed to be used.

The following program information will be provided to citizens in the Consolidated Plan and Annual Action Plan:

- a. Total amount of Community Development Block Grant funds and HOME funds available to the City of Decatur for community development and housing activities, when available;
- b. The range of activities that is planned to be undertaken with these federal funds;
- c. Notice of opportunity to provide input in drafting and approving the funding application, as well as a schedule of meetings and hearings;
- d. The role of citizens in the program, in conformity with federal rules and regulations (24 CFR 91.105); and
- e. A summary of important program requirements.

The City of Decatur will provide full and timely disclosure of its Program records and information consistent with applicable state and local laws regarding personal privacy and obligations of confidentiality. Documents relevant to the Program, and to the City's use of assistance under programs it covers during the past five years, will be made available in the Neighborhood Outreach Division during normal working hours for review upon request.

The City of Decatur will make available copies of the Citizen Participation Plan, the Consolidated Plan and any substantial amendments, the Annual Action Plan (including the amount of funding the jurisdiction expects to receive), and the Comprehensive Annual Performance and Evaluation Report (CAPER) at places conveniently located for persons affected by the program and accessible to persons with physical disabilities. It is the general practice of the City of Decatur to make available this information at three common sites:

Decatur Housing Authority (Lobby Area) located at 1808 E. Locust Street, Decatur, IL; Decatur Public Library (Reference Area) located at 247 E. North Street, Decatur, IL; and City of Decatur, Development Services Department, 3rd Floor, Decatur Civic Center, #1 Gary K. Anderson Plaza, Decatur, IL.

#### **4. Public Hearings/Meetings**

The City will hold at least two official public hearings annually, one to present and receive comments on the draft Consolidated Plan and/or Annual Action Plan, and one to present and receive comments on the CAPER. Additional public hearings, meetings or workshops on either document may be held during its development process. Hearings will be held at times and locations which permit broad participation, particularly by low and very low income persons and by residents of areas where a significant amount of funds are proposed to be used. Hearings will be held at times and locations accessible by public transportation, and at locations accessible to persons with physical disabilities. Upon request at least one week prior to the hearing, accommodation will be made for persons with a hearing disability. If notified at least one week in advance that at least five (5) non-English speaking residents will attend a public hearing, the City will make its best effort to have a translator available at the hearing or to have a summary of the document translated.

#### **5. Notices of Public Hearings**

The City of Decatur, at least fifteen (15) days to a public hearing on any aspect of the Program, will publish notice in easily-readable type in the classified section of the *Decatur Tribune* and send a press release to the *Decatur Herald & Review*. In addition, the City of Decatur will make reasonable effort to provide notices, in the form of press releases, to neighborhood organizations and local agencies serving low and very low income persons. The City of Decatur will make reasonable effort to publicize widely these hearings, through means such as public service radio and television announcements, mass mailings, the City's government access channel, and on the City's website, [www.decaturil.gov](http://www.decaturil.gov).

#### **6. Submission of Comments**

The City of Decatur will provide for and encourage the submission of views and proposals regarding the Program by its citizens. Such views and comments may be submitted at any time during the year. However, in order to be included with submission of a particular document to HUD, the comments must be received by the date published in the official public notice for the final public hearing on the draft of that document. This includes submission of written comments generated before or during neighborhood and community-wide meetings, formal public hearings, or orally at official public hearings.

#### **7. Comment period on Draft Documents**

A final draft of the Consolidated Plan, Citizen Participation Plan, and Annual Action Plan will be available for public comment for not less than thirty (30) days following the final official

public hearing on the document before submission to HUD. A final draft of the annual CAPER will be available for public comment for not less than fifteen (15) days following the final official public hearing on the document before submission to HUD. These draft documents will be available for examination at the three locations specified in Item 3. above, on the City of Decatur's website ([www.decaturl.gov](http://www.decaturl.gov)), and upon request from the Neighborhood Outreach Division. In preparing the final document, the City will consider any comments or views of citizens received orally at the public hearing, or in writing during the comment period. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons therefore, will be attached to the final document.

#### **8. Complaints**

The City of Decatur will respond to complaints related to the Consolidated Plan, Annual Action Plan, and CAPER in a timely and responsive manner. The City will provide a written response within fifteen (15) working days. Complaints should be addressed to:

City of Decatur Neighborhood Outreach Division  
Attention: Neighborhood Services Department Director  
#1 Gary K. Anderson Plaza  
Decatur, IL 62523

#### **9. Consideration of Objections to Applications**

Persons wishing to object to approval of an application by HUD may make such objections known to the HUD Chicago Area Office. HUD will consider objections made on the following grounds:

- a. The City of Decatur's description of needs and objectives is plainly inconsistent with available facts and data.
- b. The activities to be undertaken are plainly inappropriate to meet the needs and objectives identified by the City of Decatur.
- c. The application does not comply with the requirements set forth in the Federal Register or other applicable law.
- d. The application proposed activities which are otherwise ineligible under federal rules and regulations. Objections should include both identification of the requirements not met and, in the case of objections made on the grounds that the description of needs and objectives is plainly inconsistent with significant, generally reliable facts and data, the data upon which the persons rely. Although HUD will consider objections submitted at any time, such objections should be submitted within thirty days of the publication of the notice that the application has been made to HUD. To ensure that objections submitted will be considered during the review process, HUD will not approve an application until at least forty-five (45) days after receipt of the application.

The HUD Chicago Area office is located at the following address:  
Office of Community Planning and Development  
U.S. Department of Housing and Urban Development  
77 West Jackson Boulevard  
Chicago, Illinois 60604-3507

## **10. Substantial Amendments to the Consolidated Plan**

The City of Decatur will amend the Consolidated Plan in the event of a substantial change. The following constitutes a substantial change:

- a. Changes in the allocation of priorities.
- b. Changes in the method of distribution of funds, including:
  - Changes in the use of CDBG funds from one Consolidated Plan Objective to another.
  - A 38% increase or decrease for reprogramming of funds to any eligible funded activity.
- c. Changes to carry out an activity, using funds from any program covered by the Consolidated Plan, not previously described in the Action Plan.
- d. Changes of the purpose, scope, location, or beneficiaries of an activity.

A public hearing will be held on a Substantial Amendment with notification of the hearing as set forth under the "Notice" section of the Citizen Participation Plan. A thirty-day opportunity period for comments on the substantial amendment will be provided. A summary of any and all comments and views received during this period, and a summary of any comments or views not accepted and the reasons therefore, will be attached to the substantial amendment of the Consolidated Plan.

## **11. Bilingual Communication**

If notified at least one week in advance that at least ten (10) non-English speaking residents will attend a public hearing, the City will make its best effort to have a translator available at the hearing or to have a summary of the document translated. If the hearing is held in, or funding proposed to be used in, a neighborhood where at least ten percent (10%) of the residents speak and read a primary language other than English, then all notices of the public hearing and a summary of basic proposal components will be produced in such language.

## **12. Technical Assistance**

The City of Decatur will provide technical assistance to the degree, level and type determined appropriate by the Neighborhood Outreach Division after discussion with the organization requesting assistance. Technical assistance shall be provided to:

- a. Neighborhood and area-wide organizations, enabling them to participate in planning, implementing and assessing the programs offered by the Department in their area.
- b. Groups of very low and low-income persons and groups of residents of low-income neighborhoods which request assistance in developing for funding assistance under any of the programs covered by the Consolidated Plan.

The Neighborhood Outreach Division will provide technical assistance either directly or through arrangements with public and private agencies. Requests for technical assistance should be made in writing to the Director of the Neighborhood Services Department.

# APPENDIX A

**Table 2B**  
**Priority Community Development Needs**

Priority Need	Priority Need Level	Unmet Priority Need	Dollars to Address Need	5 Yr Goal Plan/Act	Annual Goal Plan/Act	Percent Goal Completed
Acquisition of Real Property	L					
Disposition	L					
Clearance and Demolition	H		\$320,000		20	
Clearance of Contaminated Sites	H					
Code Enforcement	H		\$121,000		200-300	
Public Facility (General)						
Senior Centers	L					
Handicapped Centers	L					
Homeless Facilities	L					
Youth Centers	L					
Neighborhood Facilities	L					
Child Care Centers	L					
Health Facilities	L					
Mental Health Facilities	L					
Parks and/or Recreation Facilities	M					
Parking Facilities	L					
Tree Planting	L					
Fire Stations/Equipment	L					
Abused/Neglected Children Facilities	L					
Asbestos Removal	M					
Non-Residential Historic Preservation	M					
Other Public Facility Needs	L					
Infrastructure (General)						
Water/Sewer Improvements	M					
Street Improvements	M					
Sidewalks	M					
Solid Waste Disposal Improvements	L					
Flood Drainage Improvements	M					
Other Infrastructure	L					
Public Services (General)	M		\$20,000		1	
Senior Services	M					
Handicapped Services	L					
Legal Services	L					
Youth Services	M					
Child Care Services	L					
Transportation Services	M					
Substance Abuse Services	L					
Employment/Training Services	H		\$80,000		10	
Health Services	M					
Lead Hazard Screening	M					
Crime Awareness	H					
Fair Housing Activities	M					
Tenant Landlord Counseling	H					
Other Services (Homeowner counseling)	M				-	
Other Services (Homeless services)	M					
Economic Development (General)	H					
C/I Land Acquisition/Disposition	M					
C/I Infrastructure Development	M					
C/I Building Acq/Const/Rehab	L					
Other C/I	H					
ED Assistance to For-Profit	L					
ED Technical Assistance	L					
Micro-enterprise Assistance	L					
Other NR- Neighborhood Regeneration-Grants	M		\$4,000		4	

**Transition Table 2C**  
**Summary of Specific Housing/Community Development Objectives**  
 (Table 2A/2B Continuation Sheet)

Obj #	Specific Objectives	Sources of Funds	Performance Indicators	Expected Number	Actual Number	Outcome/Objective*
	<b>Rental Housing</b>					
RH-1	Provide housing counseling services to low income renter households.	N/A	Households	N/A		DH-3
RH-2	Provide additional affordable rental housing opportunities to meet a specific need.	N/A	Housing Units	N/A		DH-1
RH-3	Continue assisting low-income renters to sustain housing and prevent homelessness.	N/A	N/A	N/A		DH-3
	<b>Owner Housing</b>					
OH-1	Improve existing housing conditions for low-income homeowners.	HOME/CDBG	Housing Units	26		DH-3
OH-2	Provide financial assistance to low income first-time homebuyers.	HOME	Households	20		DH-2
OH-3	Provide new home ownership opportunities for low income households	HOME	Housing Units	1		DH-1
	<b>Homelessness</b>					
HL-1	Continue to coordinate with homeless service providers and other organizations to educate the public about homelessness.	CDBG	Hours	2 hrs/mo.,		DH-3
HL-2	Continue to support the Homeward Bound transitional housing program.	CDBG	Hours	2 hrs/mo.		DH-3
HL-3	Continue to administer the 2009 HPRP grant and pursue renewed funding if available.	N/A	Hours	N/A		DH-3
HL-4	Support efforts to increase the number of emergency, transitional, and permanent beds and units for homeless individuals and families for which no or limited housing is currently available.	N/A	Housing Units	N/A		DH-1
	<b>Special Needs</b>					
SN-1	Support additional affordable housing opportunities for identified special need population groups.	N/A	Housing Units	N/A		DH-1
	<b>Community Development</b>					
CD-1	Continue code enforcement on abandoned, unsafe and substandard structures.	CDBG	Units	200-300		DH-3; SL-3
CD-2	Continue demolition of abandoned, unsafe and substandard structures.	Local Government	Units	20		SL-3

	<b>Infrastructure</b>					
I-1	Continue to improve infrastructure in low income neighborhoods by replacement or repair.	N/A	LMA	N/A		SL-3
	<b>Public Facilities</b>					
PF-1	Support the development and/or rehabilitation of public facilities which address an identified community need.	N/A	Public Facilities	N/A		SL-3
	<b>Public Services</b>					
PS-1	Collaborate with vocational, business and other organizations to provide new/expanded educational and job training opportunities for low income residents.	CDBG	Persons	10		EO-1
	<b>Economic Development</b>					
ED-1	Support the sustainability of the Wabash Crossing development.	Local Funds/HOME	N/A	0		DH-3; EO-3
ED-2	Proactively identify and pursue clean-up and reuse of functionally obsolete and vacant properties.	N/A	Businesses	N/A		EO-1; SL-3
ED-3	Rehabilitate and restore historic buildings and facades.	N/A	Businesses	N/A		EO-3
	<b>Neighborhood Revitalization</b>					
NR-1	Continue support of the Coalition of Neighborhood organizations (CONO).	CDBG/Local Funds	LMA	4		SL-3
NR-2	Support crime prevention activities within the Neighborhood Regeneration Area.	CDBG	LMA	1		SL-3

**\*Outcome/Objective Codes**

	<b>Availability/Accessibility</b>	<b>Affordability</b>	<b>Sustainability</b>
<b>Decent Housing</b>	DH-1	DH-2	DH-3
<b>Suitable Living Environment</b>	SL-1	SL-2	SL-3
<b>Economic Opportunity</b>	EO-1	EO-2	EO-3

**Table 3A**  
**Summary of Specific Annual Objectives**

Obj #	Specific Objectives	Sources of Funds	Performance Indicators	Expected Number	Actual Number	Outcome/Objective*
	<b>Rental Housing</b>					
RH-1	Provide housing counseling services to low income renter households.	N/A	Households	N/A		DH-3
RH-2	Provide additional affordable rental housing opportunities to meet a specific need.	N/A	Housing Units	N/A		DH-1
RH-3	Continue assisting low-income renters to sustain housing and prevent homelessness.	N/A	N/A	N/A		DH-3
	<b>Owner Housing</b>					
OH-1	Improve existing housing conditions for low-income homeowners.	HOME/CDBG	Housing Units	26		DH-3
OH-2	Provide financial assistance to low income first-time homebuyers.	HOME	Households	20		DH-2
OH-3	Provide new home ownership opportunities for low income households	HOME	Housing Units	1		DH-1
	<b>Homelessness</b>					
HL-1	Continue to coordinate with homeless service providers and other organizations to educate the public about homelessness.	CDBG	Hours	2 hrs/mo		DH-3
HL-2	Continue to support the Homeward Bound transitional housing program.	CDBG	Hours	2 hrs/mo		DH-3
HL-3	Continue to administer the 2009 HPRP grant and pursue renewed funding if available.	N/A	Hours	N/A		DH-3
HL-4	Support efforts to increase the number of emergency, transitional, and permanent beds and units for homeless individuals and families for which no or limited housing is currently available.	N/A	Housing Units	N/A		DH-1
	<b>Special Needs</b>					
SN-1	Support additional affordable housing opportunities for identified special need population groups.	N/A	Housing Units	N/A		DH-1
	<b>Community Development</b>					
CD-1	Continue code enforcement on abandoned, unsafe and substandard structures.	CDBG	Units	200-300		SL-3
CD-2	Continue demolition of abandoned, unsafe and substandard structures.	Local Government Funds	Units	20		SL-3

	<b>Infrastructure</b>					
I-1	Continue to improve infrastructure in low income neighborhoods by replacement or repair.	N/A	LMA	N/A		SL-3
	<b>Public Facilities</b>					
PF-1	Support the development and/or rehabilitation of public facilities which address an identified community need.	N/A	Public Facilities	N/A		SL-3
	<b>Public Services</b>					
PS-1	Collaborate with vocational, business and other organizations to provide new/expanded educational and job training opportunities for low income residents.	CDBG	Persons	10		EO-1
	<b>Economic Development</b>					
ED-1	Support the sustainability of the Wabash Crossing development.	Local Funds/HOME	N/A	0		EO-3
ED-2	Proactively identify and pursue clean-up and reuse of functionally obsolete and vacant properties.	N/A	Businesses	N/A		EO-3
ED-3	Rehabilitate and restore historic buildings and facades.	N/A	Businesses	N/A		EO-3
	<b>Neighborhood Revitalization</b>					
NR-1	Continue support of the Coalition of Neighborhood organizations (CONO).	CDBG	LMA	4		SL-3
NR-2	Support crime prevention activities within the Neighborhood Regeneration Area.	CDBG	LMA	1		SL-3

**\*Outcome/Objective Codes**

	<b>Availability/Accessibility</b>	<b>Affordability</b>	<b>Sustainability</b>
<b>Decent Housing</b>	DH-1	DH-2	DH-3
<b>Suitable Living Environment</b>	SL-1	SL-2	SL-3
<b>Economic Opportunity</b>	EO-1	EO-2	EO-3

**Annual Housing Completion Goals  
(Table 3B)**

Grantee Name: Program Year: 2013	Expected Annual Number of Units To Be Completed	Actual Annual Number of Units Completed	Resources used during the period			
			CDBG	HOME	ESG	HOPWA
<b>BENEFICIARY GOALS (Sec. 215 Only)</b>						
Homeless households			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Non-homeless households			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Special needs households			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Total Sec. 215 Beneficiaries*</b>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>RENTAL GOALS (Sec. 215 Only)</b>						
Acquisition of existing units			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Production of new units			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Rehabilitation of existing units			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rental Assistance			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
<b>Total Sec. 215 Affordable Rental</b>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>HOME OWNER GOALS (Sec. 215 Only)</b>						
Acquisition of existing units			<input type="checkbox"/>	<input type="checkbox"/>		
Production of new units			<input type="checkbox"/>	<input type="checkbox"/>		
Rehabilitation of existing units	26		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Homebuyer Assistance	20		<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
<b>Total Sec. 215 Affordable Owner</b>	46		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>COMBINED RENTAL AND OWNER GOALS (Sec. 215 Only)</b>						
Acquisition of existing units			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Production of new units			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Rehabilitation of existing units			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rental Assistance			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Homebuyer Assistance			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
<b>Combined Total Sec. 215 Goals*</b>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>OVERALL HOUSING GOALS (Sec. 215 + Other Affordable Housing)</b>						
Annual Rental Housing Goal			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Annual Owner Housing Goal	46		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Total Overall Housing Goal</b>	46		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

\* The total amounts for "Combined Total Sec. 215 Goals" and "Total Sec. 215 Beneficiary Goals" should be the same number.

# APPENDIX B

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Decatur

**Priority Need**

Owner Housing (OH-1)

**Project**

Owner Housing Rehabilitation

**Activity**

**CDBG Homeowner Housing Rehabilitation Program**

**Description:** \$382,897 in CDBG funds to assist low-moderate income homeowners citywide with housing rehabilitation repairs to bring housing units into health and safety code compliance, as well as mitigate lead paint hazards.

**Objective category:** ☐ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☐ Availability/Accessibility ☐ Affordability ☒ Sustainability

**Location/Target Area:** City Wide

**(Street Address):**

**(City, State, Zip Code):** Decatur, IL 62526

Specific Objective Number OH-1	Project ID	<b>Funding Sources:</b> CDBG ESG HOME HOPWA Total Formula Prior Year Funds Assisted Housing PHA Other Funding Total	<u>\$382,897</u>
HUD Matrix Code 14A	HOME Citation 570.202		
Type of Recipient Local Government	HOME National Objective LMH		<u>\$382,897</u>
Start Date (05/01/2014)	Completion Date (04/30/2015)		
Performance Indicator Housing Units	Annual Units 13		
Local ID	Units Upon Completion		<u>\$382,897</u>

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Decatur

**Priority Need**

Owner Housing (OH-1)

**Project**

Owner Housing Rehabilitation

**Activity**

Emergency Program

**Description:** \$50,000 in CDBG funds to assist low-moderate income homeowners citywide with emergency repairs to their homes (such as a new furnace, water heater, etc).

**Objective category:** ☐ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☐ Availability/Accessibility ☐ Affordability ☒ Sustainability

**Location/Target Area:** City Wide

**(Street Address):**

**(City, State, Zip Code):** Decatur, IL 62526

Specific Objective Number OH-1	Project ID
HUD Matrix Code 14A	CDBG Citation 570.202
Type of Recipient Local Government	CDBG National Objective LMH
Start Date (05/01/2013)	Completion Date (12/31/2013)
Performance Indicator Housing Units	Annual Units 14
Local ID	Units Upon Completion 14

**Funding Sources:**

CDBG	\$ 50,000
ESG	
HOME	
HOPWA	
Total Formula	\$ 50,000
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$ 50,000

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Decatur

**Priority Need**

Public Services (PS-1)

**Project**

Public Services

**Activity**

Education and Job Training

**Description:** \$80,000 in FY13 CDBG funds to assist with job training/education activities. Funds are available to assist qualified low-income persons city-wide.

**Objective category:** ☐ Suitable Living Environment ☐ Decent Housing ☒ Economic Opportunity  
**Outcome category:** ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

**Location/Target Area:** Non-applicable at this time.

**(Street Address):**

**(City, State, Zip Code):** Decatur, IL 62526

Specific Objective Number PS-1	Project ID
HUD Matrix Code 05H	CDBG Citation 570.201 (e)
Type of Recipient Subrecipient	CDBG National Objective LMC
Start Date (05/01/2013)	Completion Date (04/30/2014)
Performance Indicator People	Annual Units 10
Local ID	Units Upon Completion 10

**Funding Sources:**

CDBG	\$80,000
ESG	
HOME	
HOPWA	
Total Formula	\$80,000
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$80,000

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Decatur

**Priority Need**

Neighborhood Regeneration (NR-2)

**Project**

Public Services

**Activity**

Crime Prevention

**Description:** \$20,000 in FY13 CDBG funds to assist with job training/education activities. Funds are available to assist qualified low/moderate area within the Regeneration Area.

**Objective category:** ☐ Suitable Living Environment ☐ Decent Housing ☒ Economic Opportunity  
**Outcome category:** ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

**Location/Target Area:** Non-applicable at this time.

**(Street Address):**

**(City, State, Zip Code):** Decatur, IL 62526

Specific Objective Number PS-1	Project ID
HUD Matrix Code 05 (General)	CDBG Citation 570.201 (e)
Type of Recipient Local Government	CDBG National Objective LMA
Start Date (05/01/2013)	Completion Date (04/30/2014)
Performance Indicator People	Annual Units
Local ID	Units Upon Completion

**Funding Sources:**

CDBG	\$20,000
ESG	
HOME	
HOPWA	
Total Formula	\$20,000
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$20,000

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Decatur

**Priority Need**  
Neighborhood Revitalization (NR-1)

**Project**  
Coalition of Neighborhood Organization (CONO)

**Activity** Neighborhood Outreach/Grants

**Description:** \$4,000 for administrative costs to continue CONO's outreach efforts. The funds will be available for neighborhood grants and assistance with training of neighborhood leaders at the regional Neighborhood Network Conference. Grants are available to qualified low-income neighborhoods. Use of funds may be used for activities such as: neighborhood clean-ups, after school programs, education, etc.

**Objective category:** ☐ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☐ Availability/Accessibility ☐ Affordability ☒ Sustainability

**Location/Target Area:** Low income neighborhoods  
**(Street Address):**  
**(City, State, Zip Code):** Decatur, IL 62526

Specific Objective Number NR-1	Project ID
HUD Matrix Code 05	CDBG Citation 570.201(e)
Type of Recipient Local Government	CDBG National Objective LMA
Start Date (05/01/2013)	Completion Date (04/30/2014)
Performance Indicator Housing Units	Annual Units 4
Local ID	Units Upon Completion 4 *Neighborhood Grants

**Funding Sources:**

CDBG	\$ 4,000
ESG	
HOME	
HOPWA	
Total Formula	\$ 4,000
Prior Year Funds	\$ 5,300
Assisted Housing	
PHA	
Other Funding	
Total	\$ 9,300

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Decatur

**Priority Need**

Community Development (CD-1)

**Project**

Code Enforcement

**Activity**

Substandard Housing Code Enforcement

**Description:** \$121,000 in CDBG funds for Neighborhood Standards Officers to enforce housing, zoning, and property standards in low-moderate income neighborhoods city wide to improve the safety and quality of life in neighborhoods.

**Objective category:** ☒ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☐ Availability/Accessibility ☐ Affordability ☒ Sustainability

**Location/Target Area:** City Wide

**(Street Address):**

**(City, State, Zip Code):** Decatur, IL 62526

Specific Objective Number CD-1	Project ID
HUD Matrix Code 15	CDBG Citation 570.202(c)
Type of Recipient Local Government	CDBG National Objective LMA
Start Date (05/01/2013)	Completion Date (05/30/2014)
Performance Indicator Housing Cases	Annual Units 200 - 300
Local ID	Units Upon Completion 200 - 300

**Funding Sources:**

CDBG	\$121,000
ESG	
HOME	
HOPWA	
Total Formula	\$121,000
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$121,000

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Decatur

**Priority Need**  
Economic Development (ED-1)

**Project**  
Wabash Crossing

**Activity** Section 108 Loan

**Description:** \$214,608 in CDBG funds will continue to be used for repayment of a Section 108 loan which provided infrastructure in support of the Wabash Crossing new affordable housing development.

**Objective category:** ☐ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☐ Availability/Accessibility ☐ Affordability ☒ Sustainability

**Location/Target Area:** Non-applicable  
**(Street Address):**  
**(City, State, Zip Code):** Decatur, IL 62526

Specific Objective Number ED-1	Project ID
HUD Matrix Code 19F	CDBG Citation N/A
Type of Recipient Local Government	CDBG National Objective N/A
Start Date (05/01/2013)	Completion Date (01/30/2014)
Performance Indicator N/A	Annual Units N/A
Local ID	Units Upon Completion N/A

**Funding Sources:**

CDBG	\$214,608
ESG	
HOME	
HOPWA	
Total Formula	\$214,608
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$214,608

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Decatur

**Priority Need**

Planning and Administration

**Project**

Planning and Administration

**Activity**

CDBG Project Delivery Costs

**Description:** \$127,000 for administration costs associated with the City's Neighborhood Housing programs.

**Objective category:** ☐ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☐ Availability/Accessibility ☐ Affordability ☒ Sustainability

**Location/Target Area:** Non-applicable  
**(Street Address):** #1 Gary K Anderson Plaza  
**(City, State, Zip Code):** Decatur, IL 62523

Objective Number P/A	Project ID
HUD Matrix Code 14H	CDBG Citation 570.202
Type of Recipient Local Government	CDBG National Objective
Start Date (05/01/2013)	Completion Date (06/30/2014)
Performance Indicator	Annual Units
Local ID	Units Upon Completion

**Funding Sources:**

CDBG	\$127,000
ESG	
HOME	
HOPWA	
Total Formula	\$127,000
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$127,000

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Decatur

**Priority Need**  
Planning and Administration

**Project**  
Planning and Administration

**Activity** CDBG General Administration

**Description:** \$240,000 for general program administration costs associated with the administration of CDBG funded programs.

**Objective category:** ☐ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☐ Availability/Accessibility ☐ Affordability ☒ Sustainability

**Location/Target Area:** Non-applicable

**(Street Address):** #1 Gary K Anderson Plaza

**(City, State, Zip Code):** Decatur, IL 62523

Specific Objective Number P-1	Project ID
HUD Matrix Code 21A	CDBG Citation 570:206
Type of Recipient Local government	CDBG National Objective
Start Date (05/01/2013)	Completion Date (02/28/2014)
Performance Indicator	Annual Units
Local ID	Units Upon Completion

**Funding Sources:**

CDBG	\$240,000
ESG	
HOME	
HOPWA	
Total Formula	\$240,000
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$240,000

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Decatur

**Priority Need**

Owner Housing (OH-1)

**Project**

Owner Housing Rehabilitation

**Activity**

Homeowner Housing Rehabilitation Program

**Description:** \$94,879 in FY13 HOME funds to assist low-moderate income homeowners citywide with housing rehabilitation repairs in order to bring housing units into full health and safety code compliance, as well as mitigate lead paint hazards when present. Dollars are also being used to pay soft costs associated with rehabilitation activities i.e. salaries, risk assessments, etc

**Objective category:** ☐ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☐ Availability/Accessibility ☐ Affordability ☒ Sustainability

**Location/Target Area:** City wide with emphasis in the Regeneration Area.

**(Street Address):**

**(City, State, Zip Code):** Decatur, IL 62526

Specific Objective Number OH-1	Project ID	<b>Funding Sources:</b>	
HUD Matrix Code 14A	Citation 570.202	CDBG	
Type of Recipient Local Government	HOME National Objective LMH	ESG	
Start Date (05/01/2013)	Completion Date (07/30/2015)	HOME	\$ 94,879
Performance Indicator Housing Units	Annual Units 3 (FY2013)	HOPWA	
Local ID	Units Upon Completion 3(FY2013)	Total Formula	\$ 94,879
		Prior Year Funds	\$261,949
		Assisted Housing	
		PHA	
		Other Funding	
		Total	\$356,828

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Decatur

**Priority Need**

Owner Housing/Rental Housing (OH-3/RH-3)

**Project**

Owner Housing/Rental Housing Opportunities

**Activity**

CHDO Projects

**Description:** \$52,390 in FY13 HOME funds for CHDO set-aside projects to include new or substantially rehabilitated housing for low to moderate income homebuyers or renters citywide.

**Objective category:** ☐ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

**Location/Target Area:** City Wide  
**(Street Address):**  
**(City, State, Zip Code):** Decatur, IL 62526

Specific Objective Number OH-3/ RH-3	Project ID
HUD Matrix Code 12	HOME Citation 92.205
Type of Recipient Local Government	HOME National Objective LMH
Start Date (05/01/2013)	Completion Date (04/30/2015)
Performance Indicator Housing Units	Annual Units 1
Local ID	Units Upon Completion 1 *minimum

**Funding Sources:**

CDBG	
ESG	
HOME	\$52,390
HOPWA	
Total Formula	\$52,390
Prior Year Funds	\$52,390
Assisted Housing	
PHA	
Other Funding	
Total	\$104,780

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Decatur

**Priority Need**

Owner Housing (OH-2)

**Project**

Owner Housing Assistance

**Activity**

Home Buyer Down Payment Assistance Program

**Description:** \$200,000 in HOME funds to provide financial assistance to low-income, first-time homebuyers for acquisition of single family housing units.

**Objective category:** ☐ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☐ Availability/Accessibility ☒ Affordability ☐ Sustainability

**Location/Target Area:** City Wide

**(Street Address):**

**(City, State, Zip Code):** Decatur, Illinois

Specific Objective	Project ID
Number OH-2	
HUD Matrix Code 13	HOME Citation 570.201(n)
Type of Recipient Local Government	HOME National Objective LMH
Start Date (05/01/2013)	Completion Date (04/30/2015)
Performance Indicator Households	Annual Units 20
Local ID	Units Upon Completion 20

**Funding Sources:**

CDBG	
ESG	
HOME	\$200,000
HOPWA	
Total Formula	\$200,000
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$200,000

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Decatur

**Priority Need**  
Planning and Administration

**Project**  
Planning and Administration

**Activity** **HOME Program Administration**

**Description:** \$34,927 plus 10% of potential program income for program administration costs associated with the administration of HOME funded programs.

**Objective category:** ☐ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☐ Availability/Accessibility ☐ Affordability ☒ Sustainability

**Location/Target Area:** Non-applicable  
**(Street Address):** #1 Gary K Anderson Plaza  
**(City, State, Zip Code):** Decatur, IL 62523

Specific Objective Number P/A	Project ID
HUD Matrix Code 19	HOME Citation 92.206
Type of Recipient Local government	HOME National Objective N/A
Start Date (05/01/2013)	Completion Date (04/30/2015)
Performance Indicator	Annual Units
Local ID	Units Upon Completion

**Funding Sources:**

CDBG	
ESG	
HOME	\$34,927
HOPWA	
Total Formula	\$34,927
Prior Year Funds	\$39,086
Assisted Housing PHA	
Other Funding *PI-10%	\$ 3,659
Total	\$77,672

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name** City of Decatur

**Priority Need** Owner Housing (OH-2)

**Project** Owner Housing Assistance

**Activity** Purchase and Assist Program

**Description:** \$100,000 in HOME funds to provide financial assistance to low-income, first-time homebuyers for acquisition of single family housing units.

**Objective category:** ☐ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☐ Availability/Accessibility ☒ Affordability ☐ Sustainability

**Location/Target Area:** Regeneration Area

**(Street Address):**

**(City, State, Zip Code):** Decatur, IL 62521

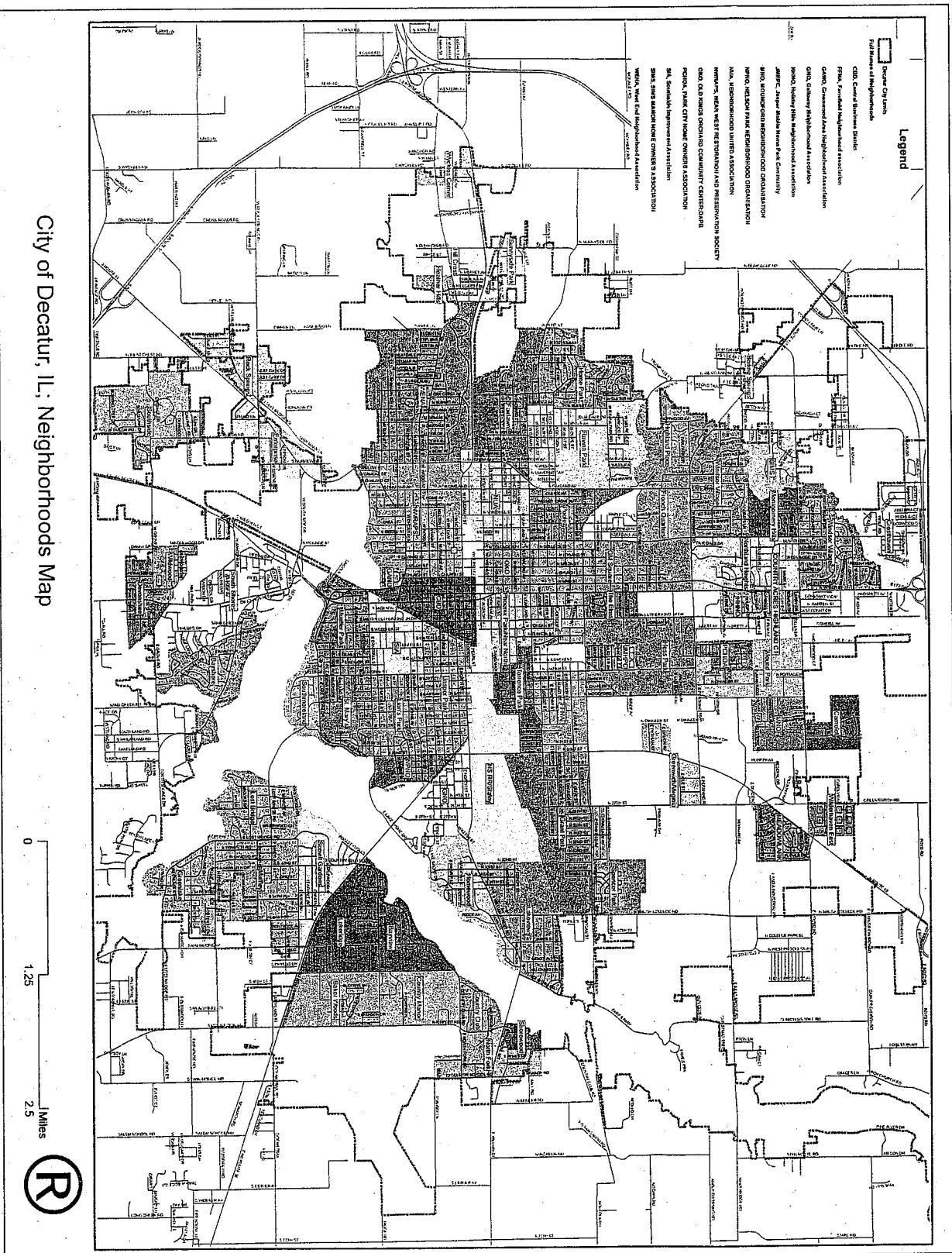
Specific Objective Number OH-2	Project ID
HUD Matrix Code 13	HOME Citation 570.201(n)
Type of Recipient Local Government	HOME National Objective LMH
Start Date (05/01/2012)	Completion Date (04/30/2014)
Performance Indicator Households	Annual Units 2
Local ID	Units Upon Completion 2

**Funding Sources:**

CDBG	_____
ESG	_____
HOME	_____
HOPWA	_____
Total Formula	_____
Prior Year Funds	\$100,000
Assisted Housing	_____
PHA	_____
Other Funding	_____
Total	\$100,000

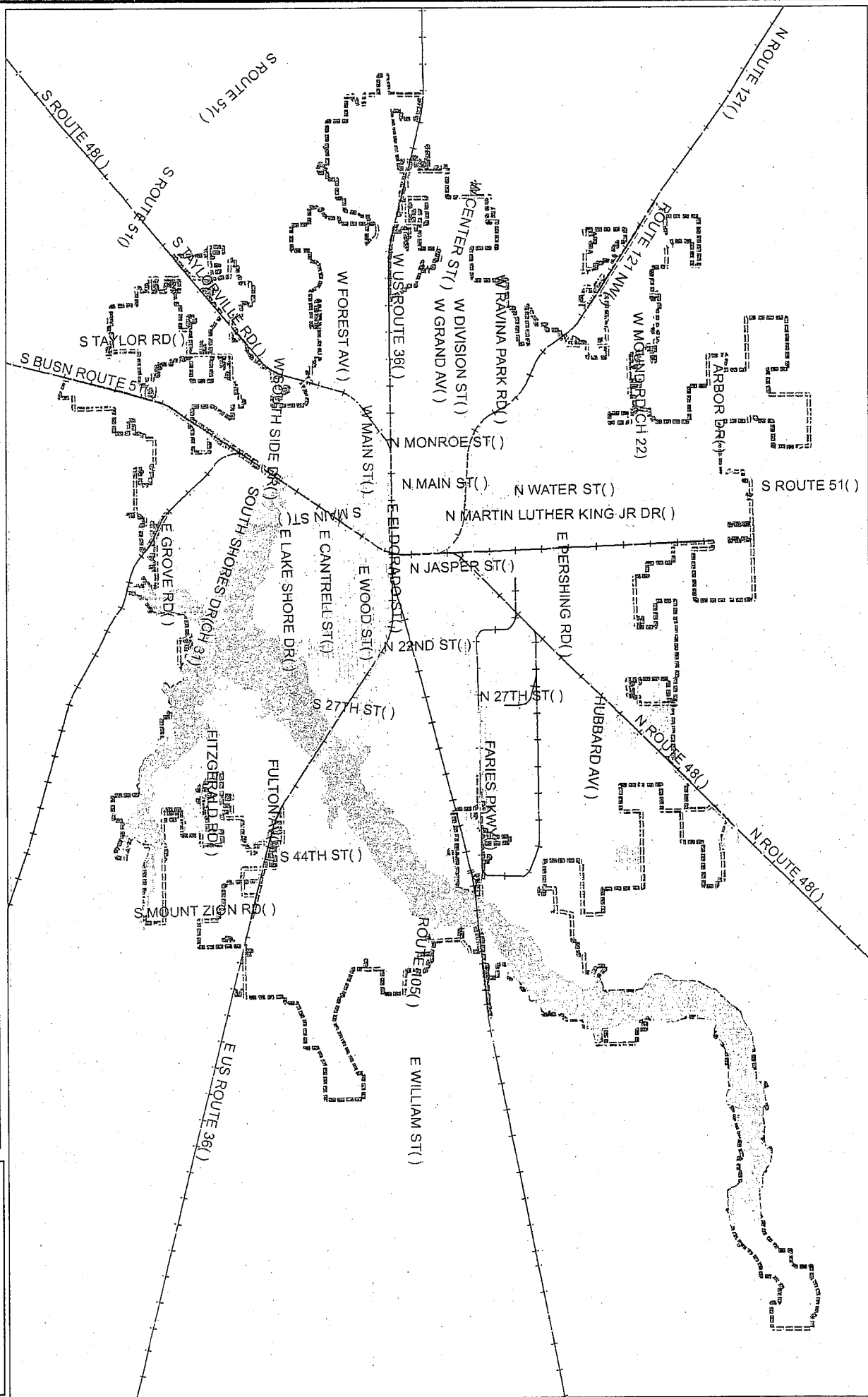
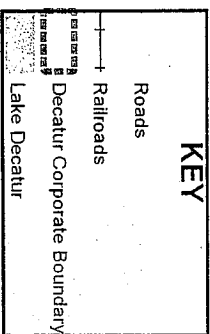
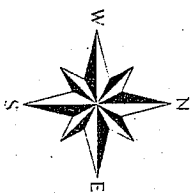
The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

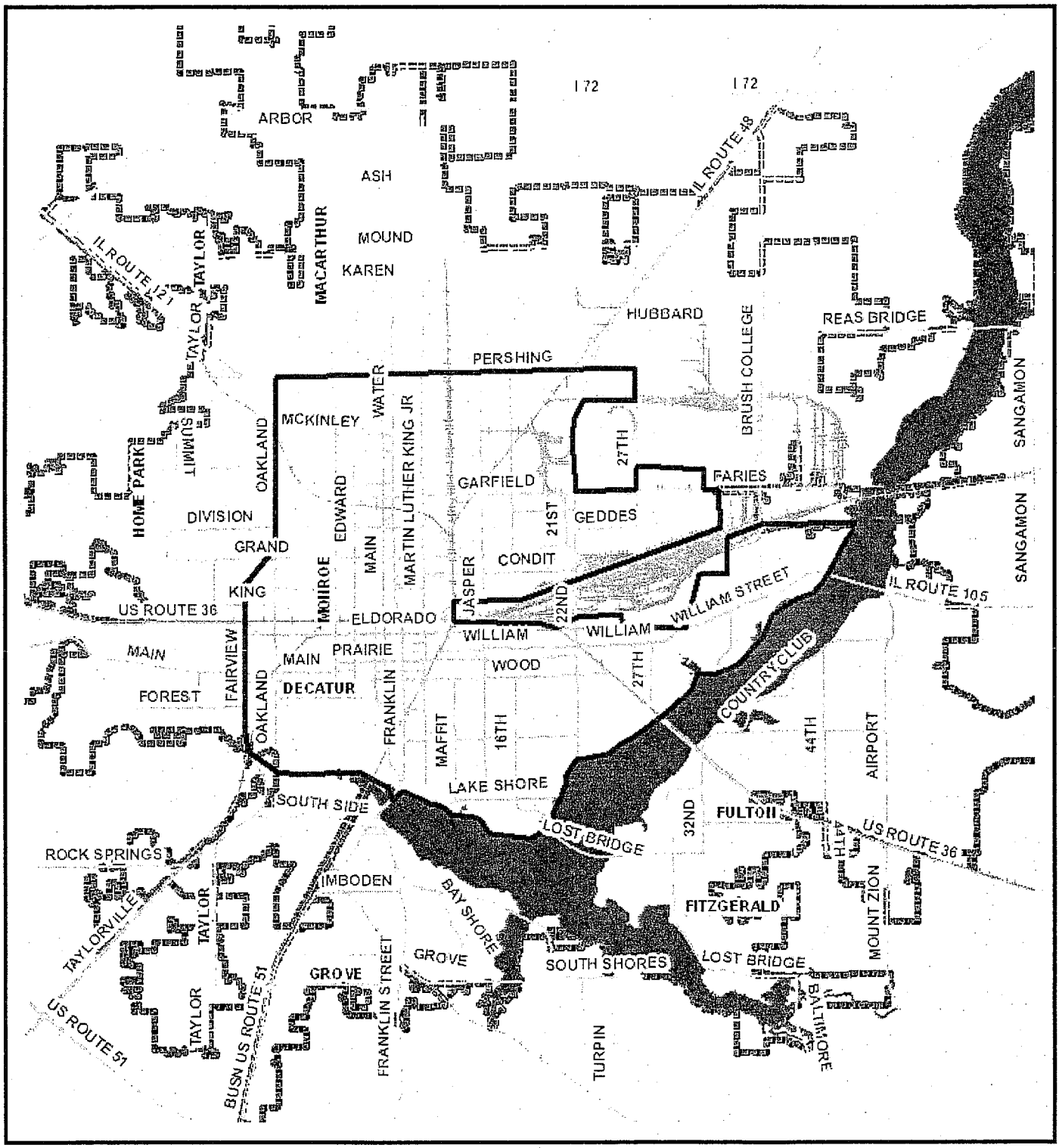
# APPENDIX C



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] Miles





# Regeneration Area Decatur, Illinois



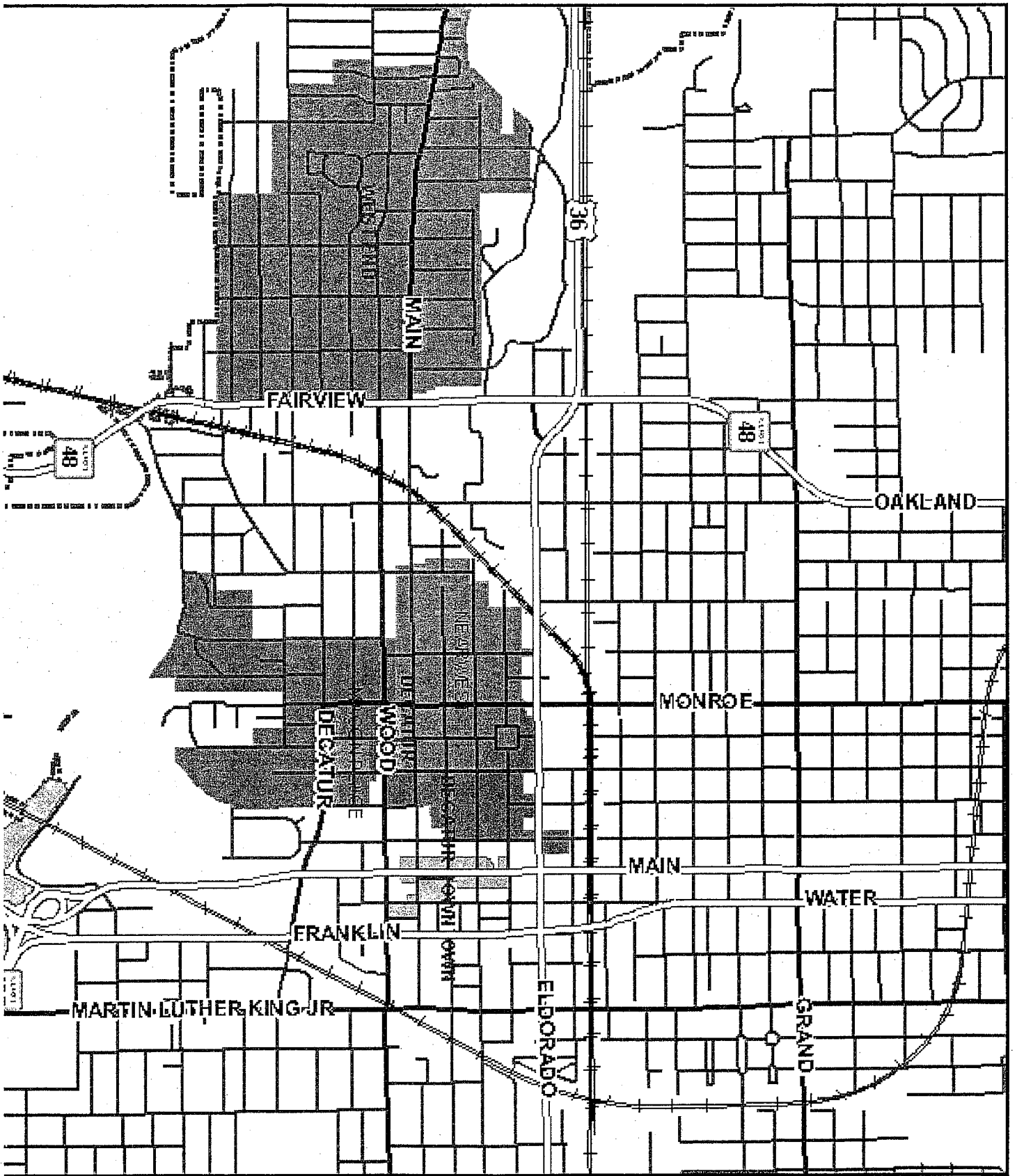
## Legend

- Regeneration Area
- Lake
- Corporate Boundary

3

Miles

Dt: March 2013



DECATUR  
HISTORIC  
DISTRICTS

# APPENDIX D

# CERTIFICATE OF PUBLICATION

State of Illinois )  
 County of Macon ) ss.  
 )

I, the undersigned, do hereby certify that I am the publisher of DECATUR TRIBUNE, a public and secular newspaper of general circulation, published weekly in the City of Decatur, Macon County, Illinois, and that the same has been regularly published for at least one year prior to the date of the first publication of the notice hereinafter mentioned, and is qualified as a newspaper as defined in Act - Chapter 100, Sections 1 and 5, Illinois Revised Statutes.

I further certify that a notice, or advertisement, of which the annexed is a true printed copy, has been regularly published in said newspaper, times, once in each week for successive weeks, the first publication thereof having been made in the issue of the DECATUR TRIBUNE on the 12 day of August, A.D. 2012 and the last publication thereof having been made in the issue of said newspaper published on the 12 day of August, A.D. 2012. Fee \$ 22.50

IN WITNESS WHEREOF, I have hereunto set my hand at Decatur in said County and State, this 12 day of August, A.D. 20 12.

*David L. Deaton*  
 Publisher.

DECATUR TRIBUNE

Received Payment

By \_\_\_\_\_

City Seeks Input  
 On FY 2013-2014 Annual  
 Action Plan

The City of Decatur invites interested persons, organizations, agencies and the media to participate in the discussion of the 2013-2014 Annual Action Plan. The City will hold a public meeting on September 26, 2012 to gather additional information about the needs of Decatur residents as they relate to the Consolidated Plan goals. The meeting will be held Wednesday, September 26th at noon at the Decatur Civic Center, City Council Chambers.

The five-year Consolidated Plan guides the City in its use of funding received annually from the U.S. Department of Housing and Urban Development (HUD) to assist in providing decent housing, a suitable living environment, and expanded economic opportunities, principally for low and moderate income persons. It also serves as a tool for other community organizations seeking federal funding for programs which support these goals.

Comments received from the public meetings will be used in preparing a draft Annual Action Plan which will list proposed activities designed to meet the identified FY2010-2014 Consolidated Plan needs. Comments and questions concerning the Action Plan or public meetings may be submitted to actionplan@decaturil.gov, or contact Vickie Buckingham at 217-424-2777.  
 (9-12)

2013-2014

**ANNUAL ACTION PLAN  
PUBLIC INPUT MEETING**

September 26, 2012

**AGENDA**

**Welcome and Introductions**

**Purpose of Public Meeting**

**Purpose of the Consolidated Plan & Action Plan**

**CDBG & HOME Program Allocations**

**Public Input**



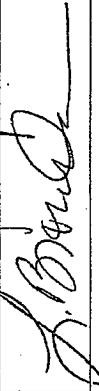


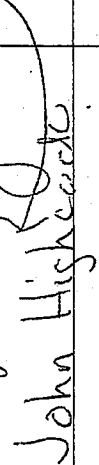
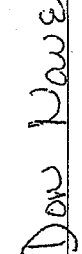


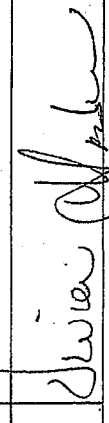
**Time line**

**Final Questions and Comments**

Please submit all written comments by Monday, October 26, 2012 to the City of Decatur, Department of Neighborhood Services-Neighborhood Outreach Division, #1 Gary K. Anderson Plaza, Decatur, IL 62523. Comments may also be e-mailed to: [actionplan@decaturil.gov](mailto:actionplan@decaturil.gov). Thank-you!

PUBLIC INPUT MEETING - FY 2013/2014 ACTION PLAN  
SIGN-IN SHEET

Wednesday, September 26, 2012, Noon - City Council Chambers  
City of Decatur, Civic Center, #1 Gary K. Anderson Plaza, Decatur, Illinois 62523

PRINT YOUR NAME	YOUR SIGNATURE	E-MAIL ADDRESS or MAILING ADDRESS	ORGANIZATION REPRESENTED
Allison Petty		apetty@herald-reviews.com	Herald + Review
Gary Jackson		gary.jackson@bussey.com	Bussey Bank
Lucy Brownlee		dandoproperties7@comcast.net	D&D
Kathleen Taylor		hfrs@bbs2att.net	
Myrell Taylor			City
John Highearts			City
Don Nave			City
Richelle Irons			City
Janet Poland			City
Jillian Goodman		jgoodman@rickland.edu	DA

**Wednesday, September 26, 2012, Noon - City Council Chambers  
City of Decatur, Civic Center, #1 Gary K. Anderson Plaza, Decatur, Illinois 62523**

Page \_\_\_\_\_ of \_\_\_\_\_

MINUTES OF THE PUBLIC HEARING  
CITY OF DECATUR 2013-14 ANNUAL ACTION PLAN

Wednesday, September 26, 2012, 12:00 P.M.

City Council Chambers, 3<sup>rd</sup> Floor Decatur Civic Center

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The September 26, 2012 meeting of the Public Hearing for the City of Decatur's Action Plan was called to order at 12:00 p.m. by Mrs. Richelle Irons.

Staff Present:           Richelle Irons, Vickie Buckingham, Verzell Taylor  
                              John Highcock, Don Nave, Janet Poland

Mrs. Irons welcomed everyone and introduced staff. Mrs. Irons said the City of Decatur's citizen participation plan requires that the City provide a process of citizen participation at both the community-wide and neighborhood levels with regard to our Outreach programs. The City holds public meetings and hearings for the Action Plan, CAPER, Consolidated Plan, and whenever an amendment is made to an existing plan.

Mrs. Irons stated the Consolidated Plan establishes priority needs, strategies and objectives. It is a five (5) year plan made up of annual goals. Each goal is rated as a high, medium or low need. The City tries to focus on objectives that were rated high or medium. Mrs. Irons said it is important to state that these are community goals and that the City of Decatur is not the only entity that addresses these needs. For example: Supportive housing is an established need. There are various agencies fulfilling that need, i.e. Homeward Bound, D&O Properties, etc.

Mrs. Irons said the Action Plan is an annual plan that proposes our programs and outcomes for the upcoming year. It ties directly to the Comprehensive Plan.

Mrs. Irons stated programs that have been funded in the past are as follows:

- Energy Conservation
- Roof Program
- Emergency
- Residential Accessibility
- Funding feasible CHDO projects
- Homebuyer
- Demolition
- Code Enforcement
- Public Services
- Education Training
- Coalition of Neighborhood Organizations

Mrs. Irons said last year's funding for CDBG was approximately \$1.2 million and HOME was approximately \$349,000.

Mrs. Irons stated over the last three (3) years the City has seen a substantial reduction in our CDBG and HOME allocations. The CDBG program lost approximately \$432,976 and approximately \$230,576 was lost for the HOME program. This is an approximate total of over \$663,552 that the City has lost over the last three (3) years for these programs. Mrs. Irons said staff has tried to be creative to get the most out of the dollars they have been appropriated.

Mrs. Irons said this meeting is to hear input from the community. There will be time for those who were not able to come today to submit comments through email or faxes.

Mr. Dan O'Laughlin, D & O Contractors, stated he would like to see more money allocated for the accessibility program. He said he runs across the need so often and would like to be able to help more people. Mrs. Irons said in the past the City has ran different programs. This current year there is only one (1) program that will address a variety of needs. The rehabilitation construction specialist will go out and do an assessment. If someone is disabled in the home they will be able to determine the needs for the home. As an example, if someone has asked for a roof, the rehab construction specialist might also see a need for a ramp; grab bars and/or modifications to the kitchen. The programs have all been combined into one (1) so specific needs can be accessed at each home.

Ms. Lucy Brownlee, D & O Properties, asked if the City could address the issue of cleaning up some of the slum lords and provide renter's assistance with some of the federal money. She knew of an instance last year where a homeless veteran ran into someone who told him he could rent a house and took all of his money. The home was on the verge of being posted by the City for demolition and it was illegal to have power run to it. The veteran moved in and was told the landlord would have the power turned on. Mrs. Irons stated Mark Barthelemy, Human Rights Officer, is located in the Human Resources Department on the second floor of the Civic Center. He works with people on housing issues and people who feel their rights have been violated. There is also a brochure in his office concerning tenant's rights. Mrs. Irons said ninety-five percent of the landlords are good landlords and most have said they do not want Ordinances concerning tenant associations. Code enforcement is one way the City is trying to work harder to address issues and this is starting to work with the addition of the new Administrative Court system the City has recently started. It is harder to work with out of town landlords, however; the City to trying hard to address the situation.

Mr. Gary Jackson, Busey Bank, stated he would like to request some of the funds be allocated again to the down payment assistance program. He feels this has been a very successful program and there is a need for it. It helps first time home buyers to come up with the down payment. Mrs. Irons said it has been a successful year with homebuyer assistance and the City will continue with the program. The City has had a great partnership with Busey Bank.

Mrs. Irons reviewed the following timeline:

Please submit all comments by **October 26, 2012**

Email comments, to [actionplan@decaturil.gov](mailto:actionplan@decaturil.gov)

Call 424.2797 or fax 424.2728

Write #1 Gary K. Anderson Plaza

Mail in comment form

After the completion of public comment period we will then create a draft

Draft public hearing, **Jan. 16<sup>th</sup>**, @ 5:30 pm, City Council Chambers

The draft plan will be on display for a thirty (30) day comment period, ending **Feb. 15<sup>th</sup>**

The final document must be to HUD by **March 15, 2013**

Being no further questions or comments, Mrs. Irons thanked everyone for coming and adjourned the meeting at 12:15 p.m.

**CERTIFICATE OF PUBLICATION**

State of Illinois )  
 ) ss.  
County of Macon )

I, the undersigned, do hereby certify that I am the publisher of DECATUR TRIBUNE, a public and secular newspaper of general circulation, published weekly in the City of Decatur, Macon County, Illinois, and that the same has been regularly published for at least one year prior to the date of the first publication of the notice hereinafter mentioned, and is qualified as a newspaper as defined in Act - Chapter 100, Sections 1 and 5, Illinois Revised Statutes.

I further certify that a notice, or advertisement, of which the annexed is a true printed copy, has been regularly published in said newspaper, ..... times, once in each week for ..... successive weeks, the first publication thereof having been made in the issue of the DECATUR TRIBUNE on the ..... day of ..... A.D. 2012, and the last publication thereof having been made in the issue of said newspaper published on the ..... day of ..... A.D. 2012. Fee \$ 126.00.

IN WITNESS WHEREOF, I have hereunto set my hand at Decatur in said County and State, this 26th day of Dec. A.D. 2012.

  
Publisher.

**DECATUR TRIBUNE**

Received Payment

By \_\_\_\_\_

**NOTICE**

**FY2013 ACTION PLAN  
AND  
FY2012 ACTION PLAN/FY2010-2014 CON PLAN AMENDMENT  
PUBLIC HEARING**

The City of Decatur will host a public hearing on its 2013 Action Plan and the 2012 Action Plan/FY 2010-2014 Consolidated Plan Amendment at 5:30 p.m. on Wednesday, January 16, 2013 in the City Council Chambers of the Decatur Civic Center.

The Consolidated Plan documents the City's proposed five-year goals, strategies and activities as they relate to the spending of its federal Community Development Block Grant and HOME Investment Partnership allocations. The Action Plan outlines how federal resources will be spent during the 2013 fiscal year to address these goals. The draft Plan will be presented at the Hearing. A copy of the draft will be available for the public to review beginning January 18, 2013 at the following locations:

Department of Development Services

3<sup>rd</sup> Floor

#1 Gary K. Anderson Plaza

Decatur, IL 62523

Decatur Public Library

130 N. Franklin St.

Decatur, IL 62523

Decatur Housing Authority

1808 E. Locust

Decatur, IL 62521

The draft Plan will also be available on the City's website at [www.decaturl.gov](http://www.decaturl.gov) beginning January 18<sup>th</sup>.

Residents are encouraged to provide written comments during or after the scheduled hearing. For more information, contact Vickie Buckingham, Neighborhood Programs Manager at (217) 424-2777. Written comments can be sent to the City of Decatur, Department of Development Services, #1, Gary K. Anderson Plaza, Decatur, IL 62523, or faxed to: 217.450.2327. ATTN: Director of Neighborhood Services. Comments may also be e-mailed to: [actionplan@decaturl.gov](mailto:actionplan@decaturl.gov).

Wednesday, January 16, 2013, 5:30 P.M. - City Council Chambers  
City of Decatur, Civic Center, #1 Gary K. Anderson Plaza, Decatur, Illinois 62523

Page \_\_\_\_\_ of \_\_\_\_\_

**Wednesday, January 16, 2013, 5:30 P.M. - City Council Chambers  
City of Decatur, Civic Center, #1 Gary K. Anderson Plaza, Decatur, Illinois 62523**

Page \_\_\_\_\_ of \_\_\_\_\_

**FY 2013/2014 ACTION PLAN DRAFT  
FY2010-2014 CONSOLIDATED PLAN AMENDMENT  
SIGN-IN SHEET**

Wednesday, January 16, 2013, 5:30 P.M. - City Council Chambers  
City of Decatur, Civic Center, #1 Gary K. Anderson Plaza, Decatur, Illinois 62523

PRINT YOUR NAME	YOUR SIGNATURE	E-MAIL DRESS or MAILING ADDRESS	ORGANIZATION REPRESENTED
Richelle D. Irons		<u>rirons@decaturil.gov</u>	City of Decatur
Janet Poland		<u>jpoland@decaturil.gov</u>	City of Decatur
Minyonne Rhoades		<u>Mrhoades@decaturil.gov</u>	City of Decatur
Vickie Buckingham		<u>vbuckingham@decaturil.gov</u>	City of Decatur

**MINUTES OF THE PUBLIC HEARING  
CITY OF DECATUR 2013/2014 DRAFT ANNUAL ACTION PLAN  
2010/2014 CONSOLIDATED PLAN AMENDMENT  
JANUARY 16, 2013, 5:30 PM**

The January 16, 2013 meeting of the Public Hearing for the City of Decatur's Action Plan was called to order at 5:32 p.m. by Mrs. Richelle Irons, Director of Neighborhood Services.

Mrs. Irons welcomed everyone to the Annual Action Plan draft hearing for fiscal year 2013/2014 and introduced staff.

Staff present: Richelle Irons, Vickie Buckingham, Janet Poland

Mrs. Irons stated that the City of Decatur's citizen participation plan requires that the City provide a process at both the community-wide and neighborhood levels with regard to the programs. Mrs. Irons said public hearings are held for the Consolidated Plan, Action Plan, CAPER and whenever a substantial amendment is made to an existing plan.

Mrs. Irons said this hearing is being held today so input from the community is received. Mrs. Irons reviewed the following:

**A. Purpose of the Action Plan**

- a. It gives details as to what we hope to accomplish during a particular year. It also provides direction and guidance for expenditures
- b. It must tie into the Consolidated Plan which is our 5-year Plan; it was completed FY2010. The Action Plan is our actual 1 year Plan; we are currently in year 4 of that 5-year plan.

Included in the plan are: a glossary, certifications, tables with specific objectives, maps, minutes and responses from the public.

We receive two (2) specific annual allocations from HUD:

**Community Development Block Grant (CDBG)** - which has national objectives of:

- 1) Elimination of slum and blight
- 2) Benefit low-moderate income persons
- 3) Meet a need having a particular URGENCY

**Last year---1.2 million**

**HOME Investment Partnership** - which has objectives of:

- 1) Providing decent affordable housing to lower-income households
- 2) Expanding the capacity of nonprofit providers,
- 3) Strengthening the ability to state and local government to provide housing
- 4) Leveraging private-sector participation

**Last year approximately 349K**

**Amendment of FY10-14 Consolidated Plan**

- Each year when we submit our plan to HUD, we prepare with the assumption that we will receive the same amount as in the prior year. Unfortunately, over the past several years this has not been the case. When this occurs and the dollars are less, we have to make adjustments in our allocation amounts as well as the outcomes we anticipated. In the event that this happens again this year, we will do the same.

- There have been internal discussions about a possible change in the fiscal year, if and when this occurs, public meetings will take place for the FY14 program year earlier than in the past. This happens because our various plans due dates must tie into our fiscal yearend.

Mrs. Irons reviewed the following programs:

### **Owner Housing Objectives**

OH-1: Improve existing housing conditions for low-income homeowners.

Homeowner Housing Rehabilitation Program: We are proposing funding of \$111,100 in FY13 HOME funds and \$291,838 in CDBG FY13 to provide home rehabilitation assistance to low-income homeowners. This will include health and safety code standards Targeted and/or city-wide.

OH-2: Provide financial assistance to low income first-time homebuyers.

Homebuyer Down Payment Assistance Program: We are proposing funding of \$200,000 in FY13 HOME funds to provide down payment assistance to low-income, first-time homebuyers. This is a continuation of existing City-wide program.

OH-3: Provide new home ownership opportunities for low income households.

CHDO projects : We are proposing funding \$52,500 in FY13 HOME funds for CHDO set-aside projects which may include new or substantially rehabilitated housing for low-income homebuyers or renters, developing vacant lots or underutilized residential units. Number of units and type of assistance will depend on CHDO proposals.

### **Homelessness Objectives**

HL-1: Continue to coordinate with homeless service providers and other organizations to educate the public about homelessness.

HL-2: Continue to support the Homeward Bound transitional housing program.

This is being done through staff support as a partner with the Coordinating Council of Homelessness.

### **Community Development Objectives**

CD-1: Continue code enforcement of abandoned, unsafe and substandard structures.

Code Enforcement: The allocation of \$178,000 in FY13 CDBG funds for Neighborhood Standards Officers to enforce housing, zoning, and property standards in low-moderate income neighborhoods to improve the safety and quality of life in neighborhoods

### **Public Services Objectives**

PS-1: Collaborate with vocational, business, and other organizations to provide new/expanded educational and job training opportunities for low-income residents.

We are proposing to allocate \$80,000 for Education Training Program.

### **Neighborhood Revitalization Objectives**

NR-1: Continue support of the Coalition of Neighborhood Organizations (CONO).

Coalition of Neighborhood Organizations (CONO): We are adding an additional \$4,000 in FY13 funds for administrative costs to continue CONO's outreach efforts. The funds will be available for neighborhood grants and assistance with training of neighborhood leaders at the annual Regional Neighborhood Network Conference. This amount does not include carry-over from the previous year.

NR-2: Support crime prevention activities within the Neighborhood Regeneration Area.

Crime Prevention Activities: \$20,000 in FY13 funds will be available to create safe, attractive neighborhoods in the Neighborhood Regeneration Areas.

### **Time line**

A copy of the draft plan will be available 1/18/13 at the Decatur Public Library, Decatur Housing Authority's Administration building, the Development Services Department and on the City of Decatur's website: [decaturlil.gov](http://decaturlil.gov).

### **Questions and Comments**

Please submit all written comments by Monday, February 18, 2013 to the City of Decatur, Department of Neighborhood Services-Neighborhood Outreach Division, #1 Gary K. Anderson Plaza, Decatur, IL 62523. Comments may also be e-mailed to: [actionplan@decaturlil.gov](mailto:actionplan@decaturlil.gov).

The final document will be sent to HUD by March 15, 2013.

Ms. Julie Pangrac, Project Read, asked what the fiscal year would be changed to. Mrs. Irons stated as of now a final decision has not been made. If it is changed adjustments will have to be made depending on the time frame.

Ms. Pangrac asked if an application process will be used again this year for funding projects or will there be a continuation of funds for projects that received funding last year. Mrs. Irons stated if the plan is approved as presented staff will discuss if they will put out a Request for Proposals, as they have in the past, or if there is an agency that is doing a wonderful job they could possibly extend or do an amendment for additional funding.

Ms. Robin McCoy, Workforce Investment Solutions, asked if the programs were run on the Federal fiscal year. Mrs. Irons stated that the current fiscal year is from May 1<sup>st</sup> to April 30<sup>th</sup>. There is a possibility this will change to a calendar year, January to December, however; a final decision has not been made.

Ms. McCoy asked if rescissions were expected through the Federal fiscal cliff when they begin sequestration. Mrs. Irons said she is hearing a 3.5 reduction, however; there is no way of knowing. The plan is submitted by March 15<sup>th</sup> and they might not sign off on it until May. Visible dollars may not be seen until June or September. We are hoping that it just stabilizes.

Ms. McCoy said that Workforce has received CDBG funds and they have administered an Education Implement and Training Program that is focused on manufacturing and healthcare. The program consisted of four (4) components. The first is recruitment, assessment and selection; second is basic implement skills; third is job skills; and the fourth is job search. The manufacturing program is finished and as of today five (5) of the twelve (12) students are employed. The healthcare program is underway and in the job skills component at this time.

Mrs. Irons stated Workforce Investments Solutions and Project Read have definitely filled a gap and is glad to see the success of the programs.

Ms. Pangrac said that as the community invests in individuals in these types of programs that help raise their educational levels, which helps them to get jobs, it has a strong impact on the community and on the families of those individuals.

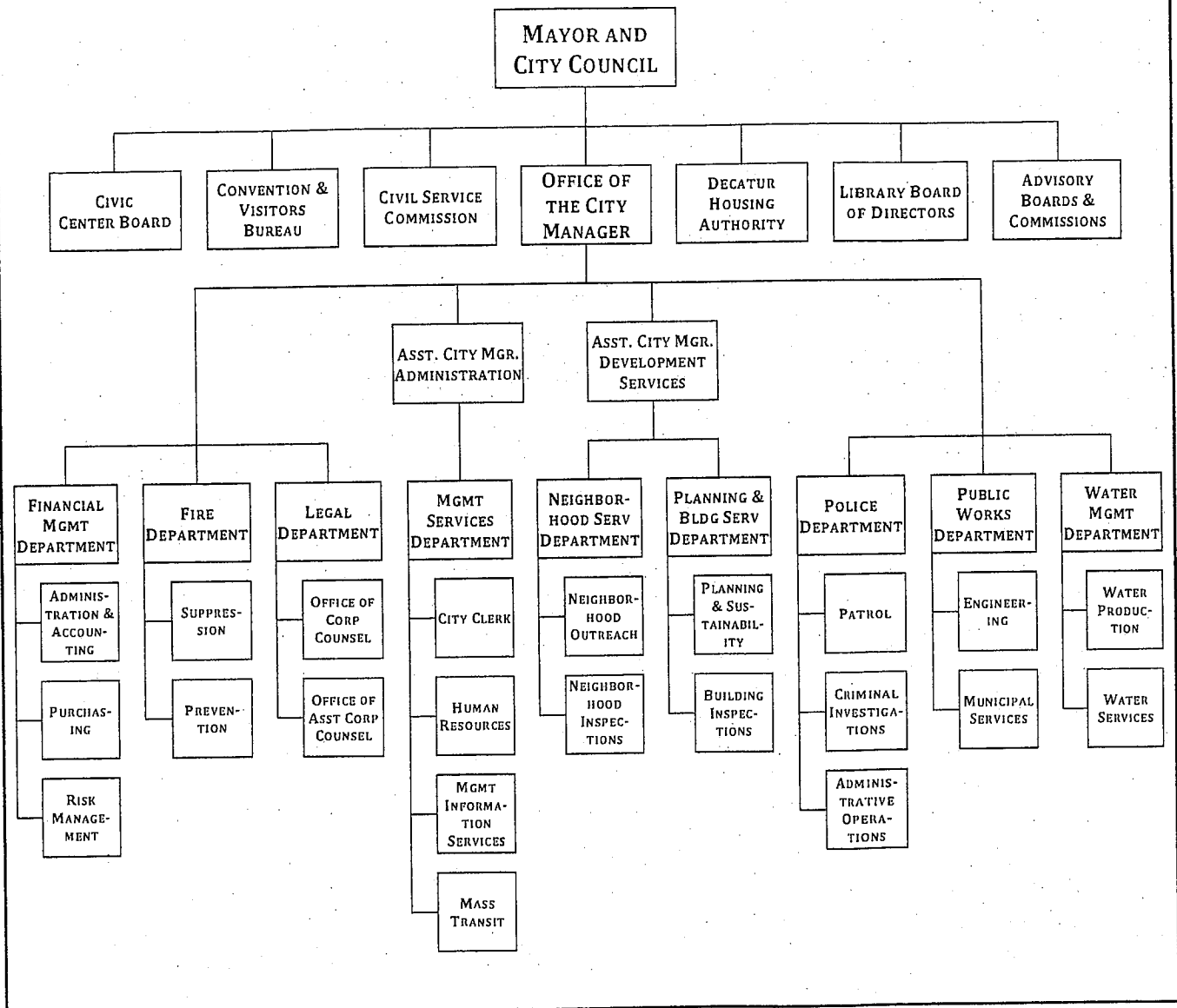
Mrs. Irons thanked everyone for coming. There is still time for questions and comments. The draft will be on display January 18<sup>th</sup>, questions and comments are due by February 18<sup>th</sup> and the final document must be to HUD on March 15, 2013.

Meeting adjourned 5:50 p.m.

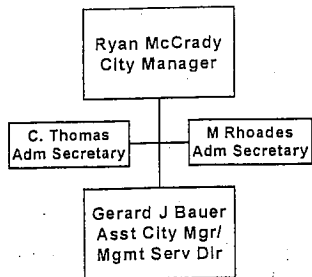
# APPENDIX E

# City of Decatur, Illinois

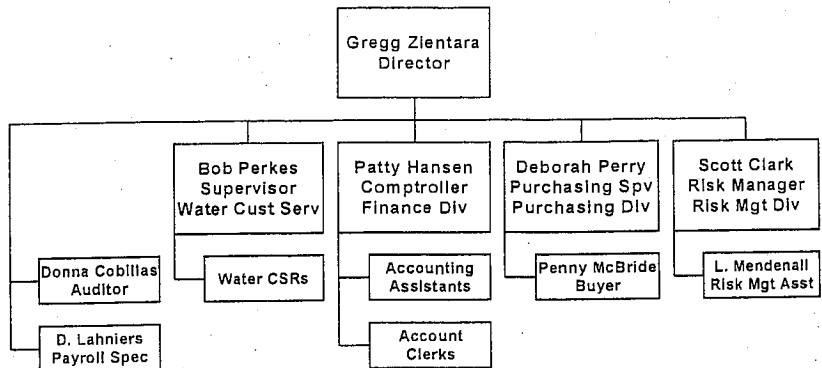
## Table of Organization



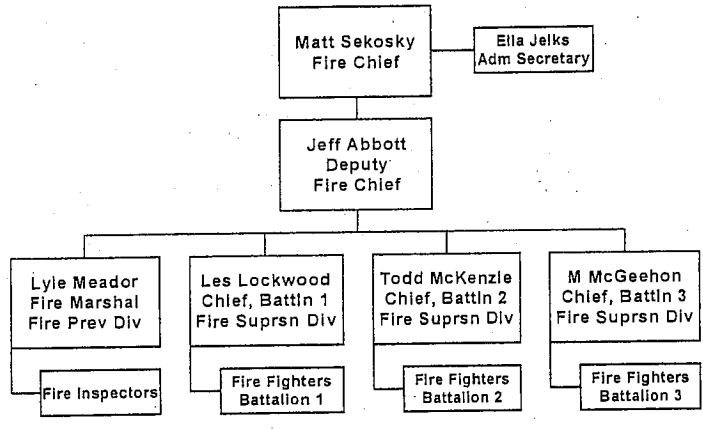
## City Manager's Office



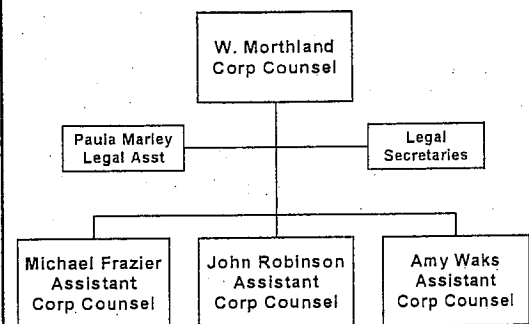
## Financial Management Department



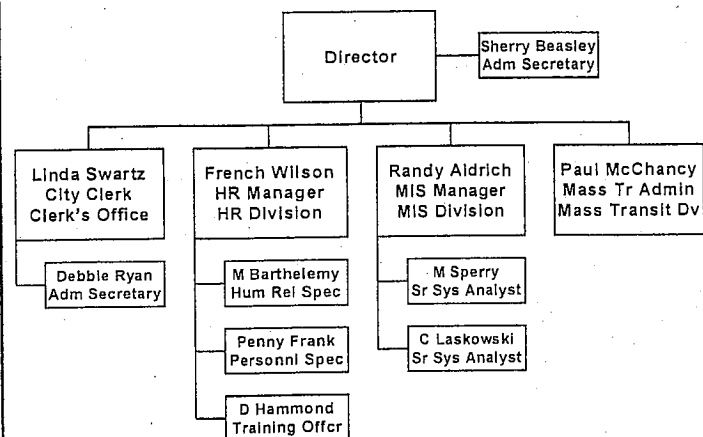
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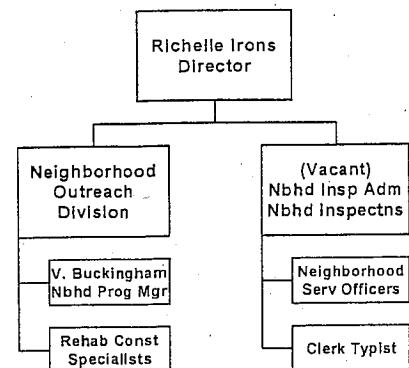
## Legal Department



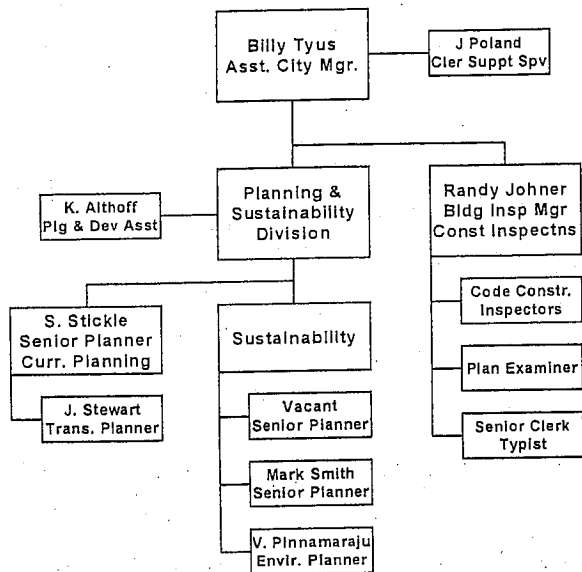
## Management Services Dept.



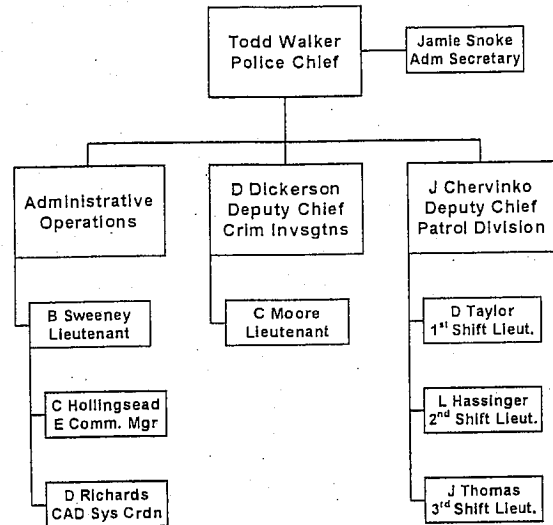
## Neighborhood Serv. Dept.



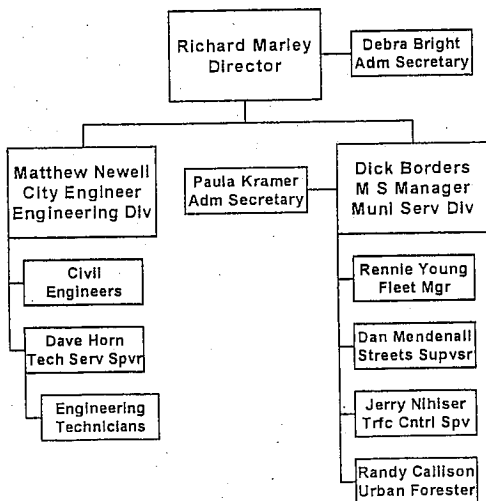
## Planning & Building Services Department



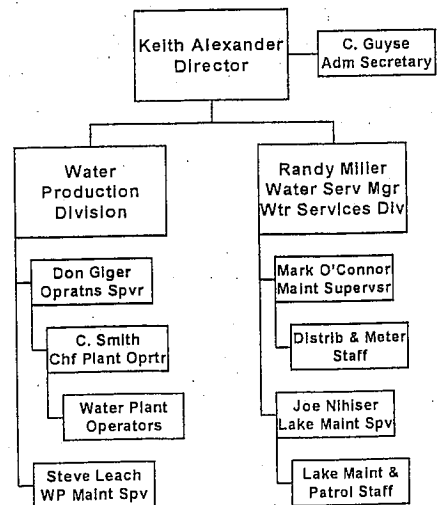
## Police Department



## Public Works Department



## Water Management Department



# APPENDIX F

## GLOSSARY AND LISTING OF ACRONYMS

**ACS:** American Community Survey. A nationwide survey designed to provide communities a fresh look at how they are changing. It is a critical element in the Census Bureau's reengineered decennial census program. The ACS collects and produces population and housing information every year instead of every ten years.

**ADA:** Americans with Disabilities Act

**Affordability Period:** The requirements of the HOME Program that relate to the cost of housing both at initial occupancy and over established timeframes, as prescribed in the HOME Final Rule. Affordability requirements vary depending upon the nature of the HOME-assisted activity (i.e., home ownership or rental housing).

**Annual Action Plan:** Provides a concise summary of the actions, activities, and programs that the jurisdiction will undertake during one fiscal year to address the priority needs and specific objectives identified in the Consolidated Plan. The Action Plan identifies the linkage between the use of federal resources and the specific objectives developed to address priority needs identified in the strategic plan.

**Brownfields:** real property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant. Cleaning up and reinvesting in these properties protects the environment, reduces blight, and takes development pressures off green spaces and working lands.

**CAPER:** Consolidated Annual Performance and Evaluation Report. Report to HUD stating the accomplishments completed from the previous Annual Action Plan. This report is due 90 days after the close of the jurisdiction's fiscal year.

**CDBG:** Community Development Block Grant. One of HUD's longest continuously run programs (beginning in 1974), providing communities with resources to address a wide range of unique community development needs. The CDBG program provides annual grants on a formula basis to general units of local government and States, including Decatur.

**CDBG-R funds:** A special allocation of Community Development Block Grant funds awarded under to 2009 American Recovery and Reinvestment Act for public infrastructure improvements.

**CDE:** Community Development Entities. Under the U.S. Treasury Department's New Markets Tax Credit (NMTC) program, individual and corporate taxpayers may receive a credit against federal income taxes for making equity investments in investment vehicles known as Community Development Entities (CDEs).

**CDFI:** Community Development Financial Institutions. A fund established by the U.S. Treasury Department for authority to allocate New Markets Tax Credits.

**CHAS:** Comprehensive Housing Affordability Strategy. The CHAS is a special tabulation of ACS data produced by HUD for local communities to use in their consolidated planning process.

**CHDO:** Community Housing Development Organization. Non-profit housing provider certified by the Participating Jurisdiction to receive HOME Investment Partnership funds.

**CHELP:** Community Home Environmental learning Project

**CHIC:** Community Health Improvement Center

**Chronic Homelessness:** A number of definitions of chronic homelessness have been adopted by various federal and state entities. According to the HEARTH Act definition, which the City of Decatur's Ten Year Plan Working Group has adopted the term refers to individual or family who (i) is homeless and lives or resides in a place not meant for human habitation, a safe haven, or in an emergency shelter; (ii) has been homeless and living or residing in a place not meant for human habitation, a safe haven, or in an emergency shelter continuously for at least 1 year or on at least 4 separate occasions in the last 3 years; and (iii) has an adult head of household (or a minor head of household if no adult is present in the household) with a diagnosable substance use disorder, serious mental illness, developmental disability, post traumatic stress disorder, cognitive impairments resulting from a brain injury, or chronic physical illness or disability, including the co-occurrence of 2 or more of those conditions.

**CICD:** Community Investment Corporation of Decatur. This organization is a CDC which receives HUD-funds to provide foreclosure avoidance and homebuyer counseling through their "Welcome Home" program. CICD was organized as a private, not-for-profit corporation. Its focus is on small business, entrepreneurship, business incubation and enterprise development.

**CIDMCE:** Central Illinois Debt Management and Credit Education, Inc. HUD-approved local agency that provides counseling to potential home buyers and to homeowners facing foreclosure.

**CILA:** Community Integrated Living Arrangements. CILA is a small group home of four to eight residents, combining support and services for adults with developmental disabilities.

**City of Decatur, Illinois:** Federally designated local participating jurisdiction entitlement community located in central Illinois.

**Citizen Participation Plan:** Sets forth policies and procedures for citizen participation in the development of the Consolidated Plan, any amendments to the Con Plan, and the performance report (CAPER), especially residents of predominately low and moderate-income neighborhoods, minorities and non-English speaking persons, as well as persons with disabilities, local and regional institutions and other organizations, and residents of public and assisted housing developments.

**Code Enforcement Program:** Neighborhood Service Officers (NSO) to assist residents, neighborhood groups, and city officials in mitigating slum and blight. The NSO acts as liaison enforcing housing and maintenance codes city wide, but primarily in the city's urban core.

**Code Violations:** Violations of the current International Property Maintenance Code 2006 as adopted and amended by the City of Decatur, other applicable codes and ordinances adopted by the City and applicable HUD Standards.

**CONO:** Coalition of Neighborhood Organizations. CONO is the umbrella organization providing guidance to neighborhood groups in the City of Decatur. CONO helps provide a single voice regarding neighborhood concerns. Sponsors community activities and provides a way for neighborhood groups to share information.

**Con Plan:** Consolidated Plan. The Con Plan is a locally developed five-year plan for the City of Decatur to pursue HUD's Office of Community Planning and Development (CPD) goals for its community planning and development programs, as well as for housing programs. It is these goals against which the plan and the jurisdiction's performance under the plan will be evaluated by HUD. The City of Decatur's current Consolidated Plan years are FY2010-2014.

**CPD:** Office of Community Planning & Development. Division of HUD which administers the CDBG, HOME, and other programs with the goal of developing viable communities by promoting integrated approaches that provide decent housing, a suitable living environment, and expand economic opportunities for low and moderate income persons.

**CoC:** Continuum of Care. A set of three competitively-awarded programs administered by HUD to address the problems of homelessness in a comprehensive manner with other federal agencies. The Macon County Homeless Council is the designated planning body for HUD CoC programs in Macon County.

**CPTED Program:** Crime Prevention Through Environmental Design. CDBG-funded grant program providing funds for lighting and security improvements for qualified low-income owner-occupied residential applicants.

**CSH:** Corporation for Supportive Housing

**DAR:** Decatur Association of Realtors

**DCEO:** Illinois Department of Commerce and Economic Opportunity

**DEC:** Decatur Education Coalition

**DHA:** Decatur Housing Authority

**DJC:** Decatur Jobs Council

**DMCOC:** Decatur Macon County Opportunities Corporation

**Demolition Program:** CDBG funded program serviced by Neighborhood Inspections staff that work closely with the Neighborhood Service Division to target and eventually demolish unsafe structures in the City of Decatur.

**EBL:** Elevated Blood Lead Level. EBL is the level of lead in a child, aged six and under, of 10 or more micrograms in a deciliter of blood. Children identified with EBL are required to be monitored by the Health Department. Once an EBL child has been identified, the Health Department initiates a risk assessment to locate the presence of lead-based paint hazards in the home.

**EDC:** Decatur Macon County Economic Development Corporation: A nonprofit public-private partnership responsible for non-retail business attraction, expansion and retention efforts in Decatur and Macon County. EDC is composed of a combination of leading private sector employers, labor, educational institutions and a variety of governmental bodies.

**Emergency Program:** CDBG funded program that addresses life threatening, hazardous and/or unsanitary conditions for low and moderate-income homeowners, e.g. sewer, furnace, hot water heaters, etc.

**Energy Conservation Program:** City-wide, CDBG funded program that focuses on insulation, furnaces, water heaters, insulated doors and replacement/storm windows.

**Entitlement Grant:** A grant in which funds are provided to specific grantees on the basis of a formula, prescribed in legislation or regulation, rather than on the basis of an individual project. The formula is usually based on such factors as population, enrollment, per-capita income, or a specific need. Applicants do not compete for these funds.

**Façade Program:** CDBG-funded program to provide assistance to business owners in restoration of their exterior façade to preserve and/or recreate its historic features while addresses code issues.

**FHA:** Federal Housing Authority

**Fair Housing Committee:** Committee comprised of representatives of the banking and real estate communities, city staff, and several community organizations whose mission and goals focus toward fair housing initiatives in the City of Decatur.

**Fiscal Year:** Financial reporting year for the City of Decatur beginning on May 1 and concluding on April 30 of the following year.

**GLO:** Get the Lead Out Program. GLO is a federally funded program (immediate grant for homeowner occupied units) through the Illinois Department of Public Health (IDPH) that addresses lead-based paint remediation in housing structures according to HUD guidelines.

**Grantee:** A person or organization that receives funding, property, or resources from a public or private source to further the goals and objectives of the source.

**HASC:** Historical and Architectural Sites Commission

**HEARTH Act:** The Helping Families Save Their Homes Act of 2009. The Hearth Act legislation reauthorized HUD's Continuum of Care homeless programs and expanded the definition of chronic homelessness.

**Heritage:** Heritage Behavioral Health Center. Heritage is the primary provider of housing and services to persons with mental and substance abuse disabilities in Decatur/Macon County. Heritage provides comprehensive community-based services to treat the most serious behavioral disorders, along with a wide variety of innovative outreach, crisis intervention and prevention services based in our schools and in our communities.

**HOME:** Home Investment Partnerships Program. Federal program created by the National Affordable Housing Act of 1990 (NAHA) and administered by HUD which provides decent affordable housing to lower-income households; expands the capacity of nonprofit housing providers; strengthens the ability of state and local governments to providing housing and leverages private-sector participation.

**Homebuyer Program:** HOME-funded program to help make home ownership affordable and possible for low income households. City partners with area banks to provide loan funds towards the purchase price of a home.

**Homeowner Housing Rehabilitation Program:** CDBG or HOME-funded program to continue improving existing housing conditions for low and moderate-income homeowners. The program addresses codes and incipient code violations.

**Homeward Bound:** Homeward Bound program is a partnership of Decatur governmental units and service agencies, with Dove Inc. as the lead agency, developed to assist homeless individuals and families with transitional housing needs. The goal is to provide housing, counseling and training to participants, helping them to become self-sufficient and gainfully employed within 24 months or less. Homeward Bound receives annual funding from HUD through the CoC program.

**HOPE VI:** A program administered by HUD to assist public housing authorities which have severely distressed units. The goals are to change the physical shape of public housing, establish positive incentives for resident self-sufficiency and comprehensive services that empower residents, lessen concentrations of poverty by placing public housing in non-poverty neighborhoods and promoting mixed-income communities, and forging partnerships with other agencies, local governments, nonprofit organizations, and private businesses to leverage support and resources.

**HOPWA:** Housing Opportunities for Persons with HIV/AIDS program. This HUD program provides housing assistance and related supportive services to eligible states and cities, which are encouraged to develop community-wide strategies and form partnerships with area nonprofit organizations. HOPWA funds may be used for a wide range of housing, social services, program planning, and development costs.

**HUD:** U.S. Department of Housing & Urban Development

**HUD-VASH Program:** HUD-Veterans Affairs Supportive Housing voucher program. The 2008 Consolidated Appropriations Act enacted December 26, 2007, provided funding for the HUD-VASH program, which combines rental assistance for homeless veterans with case management and clinical services provided by the Veterans Affairs at its medical centers and in the community.

**ICF/DD:** Intermediate Care Facilities/Developmental Disabilities. ICF is licensed facilities for 16 or fewer individuals, which provide 24-hour personal care and supportive services to developmentally disabled clients.

**IDPH:** Illinois Department of Public Health

**IDOC:** Illinois Department of Corrections

**IHDA:** Illinois Housing Development Authority

**IHPA:** Illinois Historic Preservation Agency

**Indirect Costs:** Any costs that are incurred as a result of grant award activities and that provide a benefit to the grant project, but that cannot be allocated directly to a grant. Indirect costs may include costs relating to facilities, utilities, accounting and bookkeeping services, legal services, grant administration systems, procurement systems, general operating expenses, etc.

**LIHEAP:** Illinois Low Income Home Energy Assistance Program

**Literacy Program:** Federally funded program that assists illiterate adults with the lowest reading ability and lowest income learn to read. Program is administered through **Project READ** and Richland Community College in the City of Decatur.

**Macon County Homeless Council Continuum of Care (CoC):** The designated planning body for HUD CoC programs in Macon County. The Homeless Council is a collaborative effort of seven local entities: City of Decatur, Decatur Housing Authority, Community Investment Corporation of Decatur, Decatur-Macon County Opportunities Corporation, Dove Inc., Heritage Behavioral Health Center, and Neighborhood Housing Development Corporation. The group has designated Dove as the lead agency. The Homeless Council has an advisory body that includes 67 public and private entities that address homelessness along with a number of individual citizens.

**MCHD:** Macon County Health Department

**MFI: Median Family Income.** HUD uses Census estimates of median family income, with adjustments based on family size, to set income guidelines for many of its programs including CDBG and HOME.

**MSA:** Metropolitan statistical area. Geographic entity defined by the U.S. Office of Management and Budget (OMB) for use by Federal statistical agencies in collecting, tabulating,

and publishing Federal statistics. A metro area contains a core urban area of 50,000 or more population, and of one or more counties.

**NAACP:** National Association for the Advancement of Colored People. This is a civil rights organization for ethnic minorities in the United States.

**NAHA:** National Affordable Housing Act of 1990. Enacted by Congress to authorize the HOME Investment Partnerships Program, the National Homeownership Trust program, and programs to amend and extend certain laws relating to housing, community, and neighborhood preservation and related programs.

**Neighborhood Improvements Commission:** A group comprised of landlords, neighborhood organizations and community at-large members to determine unmet needs that need to be addressed and recommended to City Council.

**Neighborhood Outreach Division:** Division within the Neighborhood Services Department responsible for administering the general CDBG and HOME Program and coordinating all related activities for Decatur. Its goal is to provide housing assistance in a prioritized but equitable manner to low and moderate income persons who have no other recourse.

**Neighborhood Service Division:** Division within the Neighborhood Services Department responsible for enforcing building code violations and overseeing the demolition of unsafe structures.

**NMTC:** New markets Tax Credit Program. Federal program established in 2000 and administered by the U.S. Treasury Department which permits individual and corporate taxpayers to receive a credit against federal income taxes for making equity investments in investment vehicles known as Community Development Entities (CDEs).

**NWRAPS:** Near Westside Restoration and Preservation Society. A neighborhood organization representing the historic near west side of the City of Decatur, Illinois, certified as a CHDO to rehabilitate affordable housing units for low-income homebuyers.

**Non-profit Subgrantee:** Any private non-profit organization to which a grantee provides funds to carry out the eligible activities under the grant and which is accountable to the grantee for the use of funds provided.

**PJ: Participating Jurisdiction:** Any State or local government that HUD has designated to administer a HOME Program, e.g. the City of Decatur.

**PI:** Program Income. Monies received on an on-going basis from several CDBG and HOME-funded activities, primarily from loan repayment.

**PIT: Point in Time Study/Survey.** Survey conducted on a designated 24-hour period in January (now annually) of all homeless persons in the community, both sheltered and non-sheltered. The

results are used for planning purposes by homeless shelter and service providers and are a required part of CoC program applications.

**Private non-profit organization:** An organization described in 26 U.S.C. 501© that is exempt from taxation under subtitle A of the Internal Revenue Code, has an accounting system and a voluntary board, and practices nondiscrimination in the provision of assistance.

**Program participant:** An Individual or family with or without children that is provided HPRP financial assistance or housing relocation and stabilization services through a rapid re-housing or prevention program.

**Public Hearing:** Informational meetings publicized according to the Citizen Participation Plan, open to citizens at large to solicit comments regarding the Consolidated Plan, Annual Action Plan, and CAPER.

**Recapture option:** Is for HOME-assisted homebuyer units. The Participating Jurisdiction (PJ) recovers all or a portion of the HOME assistance to the homebuyers, if the housing does not continue to be the principal residence of the qualified low-income family that purchased the unit for the duration of the affordability period.

**Resale option:** Is for HOME-assisted homebuyer units. If the HOME unit does not continue to be the principal residence of the qualified low-income family that purchased the unit for the duration of the period of affordability, the unit must be made available for subsequent purchase only to a buyer whose family qualifies as a low-income family and will use the property as its principal residence.

**Residential Accessibility Program:** CDBG funded program that assists disabled homeowners with the construction of ramps and other accessibilities, (e.g. grab bars, etc.) to allow access to their homes.

**Residential Rehabilitation Program:** CDBG or HOME funded program that assists low to moderate homeowners with code improvements, accessibility improvements, and energy conservation improvements. The rehabilitated home will be in complete code compliance.

**Roof Program:** City-wide, CDBG-funded grant program that addresses code violations on roofs for low and moderate income households.

**SAIL:** Soyland Access to Independent Living

**Section 108:** Section 108 Loan Guarantee Program is a provision of the Community Development Block Grant (CDBG) program which provides communities with a source of financing for economic development, housing rehabilitation, public facilities, and large-scale physical development projects.

**S+C:** Shelter Plus Care. A HUD-funded and administered rental subsidy program targeted at the homeless. S+C is similar to Section 8, only with fewer restrictions and with required supportive services.

**SHP:** Supportive Housing Program. Administered by HUD and authorized under the McKinney-Vento Homeless Assistance Act of 1987. SHP is designed to promote, as part of a local Continuum of Care strategy, the development of supportive housing and supportive services to assist homeless persons in the transition from homelessness and to enable them to live as independently as possible.

**Special Needs:** Requirements made necessary by physical and/or mental challenges.

**SRO:** Single Room Occupancy. Single-room dwellings, designed for the use of an individual that often do not contain food preparation or sanitary facilities. HUD administers an SRO program which provides Section 8 rental assistance for moderate rehabilitation of buildings with SRO units, and a public housing authority makes Section 8 rental assistance payments to the landlords for the homeless people who rent the rehabilitated units.

**Subrecipient/Subgrantee:** An entity (person or agency) that has a formal financial arrangement with the grantee to provide an integral part of the grant project.

**Supportive Housing:** housing with related supportive social services for the homeless and/or persons with disabilities.

**TIF:** Tax Increment Finance District. A tool used by municipalities for the redevelopment of a defined, blighted area by fostering the growth in the real property tax base through private and public reinvestment.

